Convention on Cluster Munitio

4 June 2018

Original: English

Eighth Meeting of States Parties
Geneva, 3 - 5 September 2018
Item 2 of the provisional agenda
Adoption of the agenda

Provisional Agenda

Submitted by the President of the Eighth Meeting of States Parties

1. Opening of the Meeting
2. Adoption of the agenda
3. Confirmation of the rules of procedure
4. Confirmation of the Secretary-General of the Meeting
5. Election of vice-presidents
6. Introduction by the President of the draft documents and key draft decisions
7. Review of the status and operation of the Convention and other matters important for achieving the aims of the Convention
   - (a) Universalization
   - (b) Storage and Stockpile Destruction
   - (c) Clearance and destruction of cluster munitions remnants and risk reduction education
   - (d) Victim Assistance
   - (e) International Cooperation and Assistance
   - (f) Transparency Measures
   - (g) Compliance
   - (h) National Implementation Measures
   - (i) Selection Process for future Presidencies of the Convention
   - (j) Implementation Support
   - (k) Other matters important for achieving the aims of the Convention
8. Financial Status of the Convention
9. Preparations for the Ninth Meeting of States Parties and Second Review Conference
   - (a) Election of the President of the Ninth Meeting of States Parties
   - (b) Date, duration, venue and estimated costs for the organization of the Ninth meeting of States parties

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Please recycle

(c) Designation of President of the Second Review Conference in 2020

10. Other matters

11. Consideration and adoption of the final document of the Meeting

12. Closure of the Meeting

Convention on Cluster Munitions

5 June 2018

Original: English

Eighth Meeting of States Parties
Geneva, 3 - 5 September 2018
Item 7 (j) of the provisional agenda
Review of the status and operation of the Convention and other matters important for achieving the aims of the Convention
Implementation support

Implementation Support Unit 2019 Work Plan and Budget

Submitted by the Implementation Support Unit (1 June 2018)

Summary

Main objective:	To support the States Parties to the Convention on Cluster Munitions (CCM) on the implementation of the Convention during the period 1 January to 31 December 2019 in accordance with the decision taken by the States Parties at the First Review Conference (1RC) in September 2015, at subsequent Meetings of States Parties and pursuant to the priorities established by the States Parties through the Dubrovnik Action Plan (DAP)
Specific objectives:	• Provide technical support and advice to the Presidency in all aspects of its role and mandate in leading the work of the Convention; • Provide support to all States Parties through the Convention's implementation machinery and office holders, as well as the sponsorship programme and the thematic working groups; • Provide advice and technical support to individual States Parties through the development of a resource base of relevant expertise and practices on the implementation of the Convention; • Prepare for and keep records of formal and informal meetings under the Convention and other relevant knowledge products, expertise and information pertaining to the implementation of the Convention; • Facilitate communication amongst States Parties and other relevant actors, cooperate and coordinate amongst these and maintain public relations including efforts to promote universalization and other work of the Convention; • Serve as an interface between the States Parties and the international community on issues related to the

	implementation of the CCM.
Expected outcomes:	• The Presidency has effectively led the work of the Convention as mandated by the States Parties; • The implementation machinery and office holders have performed their mandate in accordance with the decisions of the States Parties; • Meetings of States Parties and other informal meetings are held as required and are organized efficiently and effectively, including the sponsorship programme to facilitate participation in these meetings; • States Parties have acted and are able to report on their universalization, stockpile destruction, clearance and risk reduction education, victim assistance, international cooperation and assistance, transparency measures and national implementation measures obligations; • Relevant knowledge products, expertise and information related to the Convention have enabled States Parties to carry out their work effectively and efficiently; • The Convention has become more universal.
Budget:	CHF 475,362

I. The Convention on Cluster Munitions (CCM)

1. The Convention on Cluster Munitions (CCM) is a humanitarian imperative-driven legal instrument which prohibits all use, production, transfer and stockpiling of cluster munitions. In addition, it has established a framework for cooperation and assistance to ensure adequate assistance to survivors and their communities, clearance of contaminated areas, risk reduction education and the destruction of stockpiles.

2. Adopted on 30 May 2008 in Dublin, Ireland, and signed on 3 December 2008 in Oslo, Norway, the CCM entered into force on 1 August 2010. As at 31 May 2018, 10 years after its adoption and 8 years after its entry into force, a total of 120 states have joined the Convention, 103 as States Parties and 17 as Signatories.

3. By ratifying or acceding to the CCM, States Parties commit to never use, produce, stockpile or transfer cluster munitions. In addition, States Parties commit to destroy existing stockpiles in 8 years; clear contaminated land in 10 years; conduct risk reduction education; assist victims; provide technical, material and financial assistance to other States Parties; undertake transparency measures; adopt national implementation measures and promote universal adherence to the Convention.

II. The CCM Implementation Support Unit Mandate

4. The mandate of the Implementation Support Unit (ISU) articulated by the States Parties to the Convention defines the Unit's tasks and responsibilities, inter alia, in the following ways:

(a) Assist the President in all aspects of the Presidency and support the thematic Coordinators in their efforts to prepare, support and follow-up on formal and informal meetings of the Convention;

(b) Offer advice and support to individual States Parties on the implementation of the Convention;

(c) Develop and maintain a resource base of relevant technical expertise and practices and, upon request, provide States Parties with such resources;

(d) Facilitate communication among States Parties and other relevant actors, cooperate and coordinate amongst these and maintain public relations, including efforts to promote the universalization of the Convention;

(e) Keep records of formal and informal meetings under the Convention and other relevant knowledge products, expertise and information pertaining to the implementation of the Convention;

(f) Organize the set-up of a sponsorship programme assisted by the Geneva International Centre for Humanitarian Demining (GICHD) and provide guidance, input and support to the programme.

III. Premise of the CCM ISU 2019 Work Plan

5. In accordance with the decision taken by States Parties at the 1st Review Conference (1RC) held in Dubrovnik, Croatia in September 2015 on the Financial Procedures on the Implementation Support Unit, this Work Plan is being circulated to all States Parties for their consideration as required, **60 days** prior to the Eighth Meeting of States Parties (8MSP) to be held in Geneva from 3-5 September 2018. The proposed 2019 Work Plan articulates the main activities that the ISU will undertake during the year in a manner consistent with the Unit's mandate and the ISU's 2016-2020 Work Plan and budget which was approved by States Parties during the 1RC. This draft 2019 Work Plan has already been reviewed and endorsed by the Coordination Committee.

6. Furthermore, the 2019 Work Plan of the ISU is based on the priorities and anticipated results established by States Parties in the Dubrovnik Action Plan which will continue to serve as a tool to monitor progress in the execution of the Convention's key result areas up to the 2nd Review Conference (2RC) in 2020. Some of the actions are aimed at ensuring timely implementation of States Party commitments under the Convention particularly given that in the period between the First and Second Review Conferences many States Parties will face their respective legally stipulated deadlines on stockpile destruction and clearance of cluster munition remnants in affected areas.

IV. Priorities of the CCM Implementation Support Unit

7. In fulfilling its mandate the ISU has established its priorities and annual work plan based on decisions taken by States Parties at their formal meetings. At the 1RC States adopted the Dubrovnik Action Plan which seeks to carry forward the aim of promoting effective implementation of the provisions of the CCM up to the 2RC of the Convention to be held in 2020.

8. Based on the 1RC decisions, and decisions taken at subsequent Meetings of States Parties, the ISU in 2019 will prioritize support to States Parties directly and through the thematic working groups as provided for by the main thematic areas of the Convention:

A. Support to the Presidency and the Coordination Committee

9. The ISU will support the Presidency and Coordination Committee in their efforts to accomplish their mandate through the following activities:

(a) Assist to coordinate work associated with as well as to discharge assigned tasks derived from the Convention's formal Meetings of States Parties and other informal meetings;

(b) Support the effective leading of the work of the Convention by the President and the President-Designate in all aspects of the Presidency, including preparing and convening formal and informal meetings, and providing implementation status updates and analysis to support the work of States Parties;

(c) Support preparations of the Ninth Meeting of States Parties (9MSP) by the host State (if the 9MSP is held outside Geneva) regarding the logistical and organizational aspects of the of the meeting;

(d) Assist the Presidency on the preparation of the CCM Annual Progress Report to be submitted at the 9MSP.

B. Support on Universalization

10. The ISU will support the Coordinators of the thematic Working Group on Universalization and States Parties in their efforts to increase the number of States Parties to the CCM; enhance promotion of the Convention and increase adherence to and reinforcement of the norms established by the Convention through the following actions:

(a) Support Coordinators in identifying potential new States Parties;

(b) Provide summaries and background information on past and ongoing universalization efforts;

(c) Assist Coordinators in their demarches and outreach activities with key stakeholders;

(d) Support Coordinators in organizing and running targeted meetings, seminars and workshops;

(e) Share available resources/tools and provide practical assistance to Signatory States and States not Party requiring assistance prior to ratification/accession.

C. Support on Storage and Stockpile Destruction

11. The ISU will support the Coordinators of the Working Group on Stockpile Destruction and States Parties in the implementation of Article 3 through the following actions:

(a) Provide advice and facilitate relevant technical expertise as required by States Parties with Article 3 obligations, with a specific focus on States Parties with deadlines in 2019 and 2021 and those that may need to submit an extension request should they be likely to miss their Convention deadlines;

(b) Provide assistance as required on reporting on progress achieved, challenges faced and needs of assistance in the implementation of Article 3;

(c) Facilitate communication of requests for international cooperation and assistance submitted by States Parties with obligations under Article 3 in their Article 7 transparency reports to States Parties and other stakeholders in a position to provide support;

(d) Assist promote country specific approaches or *Country Coalitions* to enable States Parties in need of assistance with the implementation of their Article 3 obligations to meet their Convention stipulated deadlines;

(e) Facilitate increased information exchange on efficient, safe, cost-effective and environmentally-friendly stockpile destruction practices;

(f) Provide technical support to States Parties that are likely to miss their deadlines and need to prepare and submit extension requests regarding their Article 3 obligations.

D. Support on Clearance and Risk Reduction Education

12. The ISU will support the Coordinators of the Working Group on Clearance and Risk Reduction Education and States Parties with Article 4 obligations through the following actions:

(a) Provide relevant information and facilitate the exchange of appropriate technical expertise as required by States Parties to assist them in the development of efficient, safe, cost-effective and environmentally-friendly clearance practices;

(b) Facilitate communication pertinent to Article 4 obligations to encourage evidence-based reporting and the achievement of compliance within the stipulated deadline.

(c) Facilitate increased and targeted cooperation between and among relevant stakeholders in the implementation of the Convention's Article 4 obligations with a specific focus on States Parties with deadlines in 2020 and 2021;

(d) Assist promote country specific approaches or *Country Coalitions* to enable States Parties in need of assistance with the implementation of their Article 4 obligations to meet their time bound deadlines;

(e) Provide advice and facilitate relevant technical expertise as required by States Parties with Article 4 obligations, with a specific focus on States Parties with deadlines in 2020 and those that may need to submit an extension request should they be likely to miss their Convention deadlines.

E. Support on victim assistance

13. The ISU will support the Coordinators of the Working Group on Victim Assistance and States Parties with Article 5 obligations through the following actions:

(a) Provide relevant information and facilitate the exchange of appropriate technical expertise as required by States Parties to assist them in improving the quantity and quality of assistance provided to cluster munition victims and other persons with disabilities;

(b) Promote the exchange of information on good and cost effective practices;

(c) Encourage increased involvement of victims in policy-making and decision-making processes;

(d) Assist promote country specific approaches or *Country Coalitions* to enable States Parties in need of assistance with the implementation of their Article 5 obligations to meet their time bound deadlines;

(e) Assist promote an integrated approach to victim assistance and enhance cooperation with other Conventions and the broader disability sector.

F. Support on International Cooperation and Assistance

14. The ISU will support the Coordinators of the Working Group on International Cooperation and Assistance and States Parties through the following actions:

(a) Facilitate communication to encourage strengthened partnerships between and among States Parties and other relevant stakeholders in order to enable timely and effective implementation of treaty obligations;

(b) Promote cooperation and assistance through enhanced information, best practices and challenges sharing as well as through technical, financial and expertise exchanges;

(c) Facilitate the exchange of information between States Parties requiring assistance and those in a position to provide it in order to better target scarce resources and ensure compliance with obligations under the Convention within the stipulated deadlines.

(d) Assist promote country specific approaches or *Country Coalitions* to foster the comprehensive implementation of the Convention through coordinated and targeted cooperation.

G. Support on Transparency Measures

15. The ISU will support the Coordinator on Transparency Measures and States Parties through the following actions:

(a) Encourage an increased rate of timely and quality reports by States Parties by regularly highlighting the important role played by the information shared through the transparency reports in the effective implementation of the Convention;

(b) Provide targeted technical assistance to States Parties as required;

(c) Assist follow up and monitor the submission of initial and annual transparency reports;

(d) Assist promote the importance of reporting as a tool to clarify challenges, measure progress and enhance cooperation and assistance;

(e) Facilitate the exchange of information on the best and most cost-effective reporting practices;

(f) Provide analytical summaries of information contained in Article 7 reports in order to facilitate the practical use of reporting, with special emphasis on obligations under Articles 3, 4, 5, 6 and 9.

H. Support on National Impiementation Measures

16. The ISU will support the Coordinator on National Implementation Measures and States Parties through the following actions:

(a) Facilitate communication and dissemination of existing tools to encourage an increased rate of Article 9 compliance by States Parties;

(b) Assist monitor Article 9 compliance by States Parties and provide targeted technical assistance to States Parties as necessary;

(c) Assist increase the awareness of national actors of obligations under Article 9 of the Convention resulting in compliant national military doctrine, policies and training.

I. Communication

17. In enhancing the availability and dissemination of Convention related information, the ISU will:

(a) Administer, maintain and constantly update the official website and social media accounts of the Convention to ensure quality and timely dissemination of information about the Convention;

(b) Facilitate communication among States Parties, States not Party and with all relevant other actors, organizations and institutions and maintain public relations;

(c) Produce Convention related publications and other promotional materials as necessary.

V. Excepted Outcomes

18. As a result of the ISU's support to the States Parties in 2019, the ISU anticipates contributing to the following outcomes:

(a) The implementation machinery and office holders have performed their mandate in accordance with the decisions of the States Parties;

(b) Meetings of States Parties and other informal meetings are held as required and are organized efficiently and effectively, including the sponsorship programme to facilitate participation in these meetings;

(c) States Parties have acted and are able to report on their universalization, stockpile destruction, clearance and risk reduction education, victim assistance, international cooperation and assistance, transparency measures and national implementation measures obligations;

(d) Relevant knowledge products, expertise and information related to the Convention have enabled States Parties to carry out their work effectively and efficiently;

(e) States Parties have developed stronger partnerships and that to the largest extent possible these are country specific *Country Coalitions*;

(f) The Convention has become more universal.

VI. 2019 Activities, Outputs and Outcomes

Outcome 1: The implementation machinery and office holders have performed their mandate in accordance with the decisions of the States Parties.

Output 1.1: The Presidency receives the information and advice necessary to carry out its functions.

Activity 1.1.1: Assist the President and President-Designate in all aspects of the Presidency related to the pursuit of the objectives of the Convention.

Activity 1.1.2: Provide substantive support through the drafting of implementation status updates, situational analysis and other practical documents and tools.

Activity 1.1.3: Prepare, support and follow-up as necessary on formal and informal meetings of the Convention.

Output 1.2: Thematic Coordinators and their respective working groups receive sufficient advice and support to enable them guide States Parties in meeting their obligations.

Activity 1.2.1: Support the thematic Coordinators and the working groups according to their respective priorities based on the Dubrovnik Action Plan and annual work plans for the period of their mandate.

Activity 1.2.2: Prepare and support informal meetings on behalf of thematic Coordinators, including the preparation of relevant documents.

Activity 1.2.3: Carry out follow-up activities upon request by thematic Coordinators and/or respective working groups.

Activity 1.2.4: Keep records of formal and informal meetings and other relevant knowledge products, expertise and information.

Outcome 2: Meetings of States Parties and other informal meetings are held as required and are organized efficiently and effectively, including the sponsorship programme to facilitate participation in these meetings.

Output 2.1: The Presidency, thematic Coordinators and respective working groups receive the advice and support necessary to ensure a successful hosting of the Ninth Meeting of States Parties (9MSP).

Activity 2.1.1: Provide substantive support as required by the Presidency, the host State and the Coordination Committee for the organization of the Ninth Meeting of States Parties.

Activity 2.1.2: Carry out, as necessary, exploratory missions to prepare for the Ninth Meeting of States Parties.

Output 2.2: The Presidency, thematic Coordinators and respective working groups receive the advice and support necessary for the organization of formal and informal meetings related to the pursuit of the Convention's aim throughout the year.

Activity 2.2.1: Prepare and convene formal and informal meetings under the Convention - upon request.

Activity 2.2.2: Keep records of and take follow-up action on tasks emanating from formal and informal meetings under the Convention - upon request.

Output 2.3: An increased number of States Parties and other interested States attend meetings of the Convention as a result of a well-functioning sponsorship programme.

Activity 2.3.1: Administer the sponsorship programme - assisted by the GICHD - based on criteria set by the Coordination Committee.

Outcome 3: States Parties have acted and are able to report on their universalization, stockpile destruction, clearance and risk reduction education, victim assistance, international cooperation and assistance, transparency measures and national implementation measures obligations.

Output 3.1: States Parties receive sufficient advice and support to enable them to act on the commitments contained in the Dubrovnik Action Plan.

Activity 3.1.1. Provide advice and facilitate relevant technical expertise to States.

Activity 3.1.2: Provide States with the necessary information, tools and resources to implement their obligations.

Activity 3.1.3: Facilitate increased cooperation between and among relevant stakeholders in the implementation of the Convention.

Activity 3.1.4: Carry out, upon request by States, support missions to offer technical assistance on the implementation of the Convention's core commitments.

Activity 3.1.5: Organize - upon request - workshops with a regional or thematic focus on the Convention's core commitments.

Output 3.2: States Parties receive sufficient advice and support to enable them report on their obligations under the Convention.

Activity 3.2.1: Assist in following up on the submission of initial and/or annual transparency reports and overdue reports by sending regular reminders and providing targeted support to States Parties as necessary.

Activity 3.2.2: Facilitate the exchange of information on best and most cost-effective report practices.

Activity 3.2.3: Encourage an increased rate of timely submissions and quality transparency reports by States Parties.

Activity 3.2.4: Promote the importance of reporting as a tool to clarify challenges, measure progress and support cooperation and assistance.

Outcome 4: Relevant knowledge products, expertise and information related to the Convention have enabled States Parties to carry out their work effectively and efficiently.

Output 4.1: Representatives of States Parties are more knowledgeable about the Convention.

Activity 4.1.1: Provide, upon request, in depth briefs on the Convention to new State Party representatives.

Activity 4.1.2: Facilitate communication to encourage strengthened partnerships between and among States Parties and other relevant stakeholders in order to accelerate the full implementation of the Convention.

Activity 4.1.3: Promote cooperation and assistance through enhanced sharing of information, best practices and challenges through technical, financial and expertise exchanges.

Activity 4.1.4: Develop and maintain a resource base of relevant technical expertise, practical and analytical tools and resources.

Output 4.2: Information on the Convention and its operations has been made more readily available to States Parties.

Activity 4.2.1: Produce and widely disseminate Convention related publications and other promotional materials as necessary.

Activity 4.2.2: Administer, maintain and continually update the official website of the Convention and provide substantive information about the Convention through different tools such as emails, social media, newsletters and the Convention's website.

Activity 4.2.3: Communicate, as appropriate, the decisions and priorities resulting from the Convention's meetings.

Outcome 5: States Parties have developed stronger partnerships and that to the largest extent possible these are country specific Country Coalitions

Output 5.1 States Parties receive the required support to develop stronger partnerships that are ideally country specific *Country Coalitions*.

Activity 5.1.1: Support meetings convened by affected States Parties and/or thematic Coordinators and furnish relevant background information, tools and resources as required.

Activity 5.1.2: Facilitate information sharing between and amongst States requiring assistance, donor States and other stakeholders to enhance existing or the creation of new partnerships to boost implementation of the Convention.

Activity 5.1.3: Carry out support missions upon the request by States Parties as relevant.

Outcome 6: The Convention has become more universal.

Output 6.1: The universalization Coordinators and CCM States Parties have the desired support to act on the universalization commitments described in the Dubrovnik Action Plan.

Activity 6.1.1: Support meetings convened by the Coordinators and furnish background information, tools and resources as required.

Activity 6.1.2: Assist the Coordinators in their outreach efforts and follow up upon request.

Activity 6.1.3: Carry out support missions upon request by States.

Activity 6.1.4: Organize and convene - upon request - workshops or seminars on universalization with a regional or wider focus.

Activity 6.1.5: Provide existing tools and practical assistance to signatory States and/or States not Party requiring assistance prior to ratification/accession.

VII. Assumptions

That the 2019 work plan and budget as presented is adopted by States Parties and not drastically amended from the prior approved 5-year work plan approved at the First Review Conference.

That predictable and sustainable funding for the work of the ISU work plan is made available by States Parties in a timely manner.

That States Parties ensure that the funding level is commensurate to the approved ISU work plan for the year.

That there will be close collaboration and that all relevant actors (States Parties, UNODA, International Governmental and Non-governmental organizations and civil society) carry out their roles as expected given the small size of the ISU which requires that all its actions are efficient and cost-effective.

VIII. Implementation Support Unit 2019 budget

Cost	*2019*	*Notes*
Salaries	353,362	The Director and Implementation Support Specialist working 100% supported by a Implementation Support Assistant working 50%.
Social Charges	65,000	At 20% of annual salary includes mandatory accident and travel insurance.
Communication	6,000	Website maintenance, CCM promotional material, publications, consultancies, etc.
Travel	44,000	Participate in Convention related meetings and travel on missions to States Parties as required. Average of 9 trips in economy class.
Other implementation support costs	7,000	Consultancies, room rentals, workshops, catering, etc.
Total	475,362	
Administrative expenses	Geneva International Centre for Humanitarian Demining in-kind	Covers costs such as rent of office, internal control system, administration of sponsorship programme, HR management, etc.

Budget Notes

- Increased activities are anticipated in 2019 as three Article 3 deadlines are due in 2019 and as the first Article 4 deadlines in 2020.
- The anticipated 9 trips per year would include 4 long and 5 short economy class tickets by ISU staff.
- The monetary value of the GICHD in-kind contribution will be dependent on, inter alia, the frequency of meetings held by Coordinators, the States Parties and a number of other variables.

Convention on Cluster Munitions

5 July 2018

Original: English

Eighth Meeting of States Parties
Geneva, 3 - 5 September 2018
Item 2 of the provisional agenda
Adoption of the agenda

Provisional annotated programme of work

Submitted by the President of the Eighth Meeting of States Parties

Monday, 3 September 2018

10:00 – 13.00

Opening of the Meeting

1. Opening of the session by the President of the Eighth Meeting of States Parties (item 1 of the provisional agenda).

2. Opening remarks by the President of the Eighth Meeting of States Parties, the representative of Nicaragua, outlining expectations for the Meeting and giving an overview of the implementation work done over the twelve months since the Seventh Meeting of States Parties by Nicaragua.

3. The President first will invite a representative of the host nation, Switzerland, to address the meeting. Thereafter, in the spirit of partnership that has been the hallmark of the Meetings of States Parties to the Convention on Cluster Munitions; the President will invite representatives of the United Nations, the International Committee of the Red Cross and the Cluster Munition Coalition to address the plenary.

Procedural Issues

4. Adoption of the agenda (CCM/MSP/2018/1) and confirmation of the rules of procedure (CCM/MSP/2018/4) (items 2 and 3 of the provisional agenda)

5. Confirmation of the Secretary-General of the Meeting and election of vice-presidents (items 4 and 5 of the provisional agenda)

Organisation of Work

6. Introduction by the President of the draft documents and key draft decisions (item 6 of the provisional agenda)

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(a) 2018 Convention on Cluster Munitions (CCM) Progress Report monitoring progress on the implementation of the Dubrovnik Action Plan during the period 1 July 2017 to 30 June 2018 submitted by the Nicaraguan Presidency (CCM/MSP/2018/5)

(b) Draft guidelines on the submission of extension requests related to Article 3 of the Convention on Cluster Munitions submitted by Bosnia-Herzegovina (CCM/MSP/2018/WP.1)

(c) Draft guidelines on the submission of extension requests related to Article 4 of the Convention on Cluster Munitions submitted by Bosnia-Herzegovina (CCM/MSP/2018/WP.2)

(d) Proposal on a selection process for the Presidency of the Convention on Cluster Munitions submitted by Germany (CCM/MSP/2018/WP.3)

(e) Working paper on Declaration of Completion with Article 3 of the Convention on Cluster Munitions submitted by Croatia and Mozambique (CCM/MSP/2018/WP.4)

Review of the status and operation of the Convention and other matters important for achieving the aims of the Convention (item 8 of the provisional agenda)

Universalization (item 7 (a) of the provisional agenda)

7. The President will invite the Coordinators on Universalization, France and Panama, to report on the status of progress made and challenges in universalization of the Convention.

8. States parties are encouraged to provide an update on the activities that they have undertaken to promote universal adherence to the Convention, for example, bilateral meetings, workshops, demarches, letters, advocacy missions and diplomatic notes.

9. Signatory States are invited to provide an update on their domestic process of ratification and deposit of instruments of ratification.

10. States not party are also invited to express their support for the Convention and provide updates on domestic processes in advance of accession.

11. The United Nations, the International Committee of the Red Cross, the Cluster Munition Coalition and other organizations working on the universalization of the Convention are invited to present their activities and aims for universalization.

12. Questions that delegations may wish to consider in preparation for the Eighth Meeting of States Parties have been identified in the 2018 CCM Progress Report.

Storage and Stockpile Destruction (item 7 (b) of the provisional Agenda)

13. The President will invite the Coordinators on Storage and Stockpile Destruction, Croatia and Mozambique, to report on the status of, progress made and the challenges in the implementation of Article 3 of the Convention.

14. States parties with obligations under Article 3 are invited to provide progress in, share plans for and challenges to the safe and rapid destruction of cluster munitions.

15. Signatory States and States not party with stockpile of cluster munitions are invited to share relevant information regarding the number and types of stockpiles and of plans for, or obstacles to their destruction.

16. States are invited to provide their views on storage, stockpile destruction and retention. States that have chosen to retain cluster munitions under Article 3, paragraphs 6

and 7, are encouraged to provide updates on their numbers and types, how they have been used in the period under review, plans on their use and plans for their eventual destruction.

17. Other delegations are invited to share their views on the implementation of Article 3 paragraphs 6 to 8.

18. The United Nations, the International Committee of the Red Cross, the Cluster Munition Coalition and other organizations are invited to present their views on the implementation of Article 3 as well as their recommendations on how to maintain the momentum in stockpile destruction.

19. Questions that delegations may wish to consider in preparation for the Eighth Meeting of States Parties have been identified in the 2018 CCM Progress Report.

20 The President will invite Bosnia-Herzegovina, Coordinator on the General Status and Operation of the Convention, to present draft guidelines on the submission of extension requests related to the implementation of Article 3 obligations.

15: 00 – 18:00

Review of the status and operation of the Convention and other matters important for achieving the aims of the Convention continued

Clearance and destruction of cluster munitions remnants and risk reduction education (item 7 (c) of the provisional agenda)

21. The President will invite the Coordinators on clearance and destruction of cluster munitions remnants and risk reduction education, Lao People's Democratic Republic and Netherlands, to report on the status of, progress made and the challenges in the implementation of Article 4 of the Convention.

22. States parties with obligations under Article 4 are encouraged to provide an update on their plans, priorities and progress towards clearance and risk reduction education. This could include efforts to identify as precisely as possible the location and size of all areas contaminated by cluster munition remnants as well as efforts or plans to clear or otherwise release such areas as soon as possible.

23. Signatory States and States not party contaminated by cluster munition remnants are invited to share information on the magnitude and structure of the contamination, their plans for addressing the contamination and for ensuring the safety of exposed populations.

24. States are invited to share their views on progress in and obstacles to clearance efforts and, in particular, are encouraged to share ideas and proposals on how to make survey and clearance efforts more effective and efficient.

25. The United Nations, the International Committee of the Red Cross, the Cluster Munition Coalition and other organizations are invited to present their views on the implementation of Article 4 as well as their recommendations on how such efforts can be sustainable, adequate and more effective and efficient.

26. Questions that delegations may wish to consider in preparation for the Eighth Meeting of States Parties have been identified in the 2018 CCM Progress Report.

27. The President will invite Bosnia-Herzegovina, Coordinator on the General Status and Operation of the Convention, to present draft guidelines on the submission of extension requests related to the implementation of Article 4 obligations.

Victim Assistance (item 7 (d) of the provisional agenda)

28. The President will invite the Coordinators on Victims Assistance, Ireland and Italy, to report on the status of, progress achieved and the challenges in the implementation of Article 5 of the Convention

29. States parties with obligations under Article 5 are encouraged to provide an update on their efforts to provide age-and-gender-sensitive assistance, including medical care, rehabilitation and psychological support, as well as on efforts to ensure social and economic inclusion of victims. States Parties are encouraged in particular to include their views on how victim assistance could be better integrated into existing national health and social care systems.

30. Signatory States and States not party are invited to share their views on the implementation of Article 5.

31. The United Nations, the International Committee of the Red Cross, the Cluster Munition Coalition and other organizations are invited to present their views on the implementation of Article 5 as well as their recommendations on how such efforts can be sustainable, adequate and more effective and efficient.

32. Questions that delegations may wish to consider in preparation for the Eighth Meeting of States Parties have been identified in the 2018 CCM Progress Report.

Tuesday, 4 September 2018

10:00 – 13:00

Review of the status and operation of the Convention and other matters important for achieving the aims of the Convention continued

Victim Assistance (item 7 (d) of the provisional agenda continued if necessary)

International Cooperation and Assistance (item 7 (e) of the provisional agenda)

33. The President will invite the Coordinators on International Cooperation and Assistance, Australia and Peru, to report on the status of, progress thus far and challenges in the implementation of Article 6 of the Convention.

34. States Parties seeking assistance to implement their obligations under the Convention are encouraged to provide an update of their plans and needs as well as on the measures they are taking to facilitate the provision of assistance by other States and to promote cooperation between States and other actors.

35. States in a position to provide assistance are encouraged to respond to the needs and gaps identified by affected States under the sub-items on stockpile destruction and retention, clearance and risk reduction, and victim assistance. Delegations are encouraged to provide information on how they envisage providing assistance.

36. States are invited to present their views on cooperation and assistance.

37. The United Nations, the International Committee of the Red Cross, the Cluster Munition Coalition and other organizations are invited to describe what they are doing to facilitate international cooperation and assistance, assistance they have been or able to provide, their views on the implementation of Article 6 as well as their recommendations on how such efforts can be sustainable, adequate and more effective and efficient.

38. Questions that delegations may wish to consider in preparation for the Eighth Meeting of States Parties have been identified in the 2018 CCM Progress Report.

15:00 – 18:00

Review of the status and operation of the Convention and other matters important for achieving the aims of the Convention continued

Transparency Measures (item 7 (f) of the provisional agenda)

39. The President will invite the Coordinator on Transparency Measures, Zambia, to report on the status of, progress made thus far and challenges in the implementation of Article 7 of the Convention.

40. Under this sub- item States may wish to share their views on the reporting format or on the importance of transparency reporting. States may also wish to present transparency or reporting measures that they have already undertaken, or to provide information on any difficulties they may be encountering with respect to transparency reporting.

41. The United Nations, the International Committee of the Red Cross, the Cluster Munition Coalition and other organizations are invited to present their views on the implementation of Article 7.

42. Questions that delegations may wish to consider in preparation for the Eighth Meeting of States Parties have been identified in the 2018 CCM Progress Report.

Compliance (item 7 (g) of the provisional agenda)

43. The Convention's Article 8 addresses facilitation and clarification of compliance. If any State party has a concern regarding compliance with the Convention by another State Party, that State party may submit a "Request for Clarification" to the Secretary-General of the United Nations.

44. States are invited to share their views on interpretation of provisions of the Convention.

45. Article 10 of the Convention deals with settlement of disputes. As it is not envisioned that there will be disputes among States parties at the Eighth Meeting of States Parties, discussions under this sub-item are expected to be brief.

National Implementation Measures (item 7 (h) of the provisional agenda)

46. The President will invite the Coordinator on National Implementation Measures, New Zealand, to report on the status of, progress made and the challenges in the implementation of Article 9 of the Convention.

47. States parties with obligations under Article 9 are encouraged to provide an update on specific implementation measures they have taken or plan to undertake under Article 9. In particular, States Parties are invited to share their experiences with national legislation concerning the Convention.

48. Signatory States and States not party are invited to provide an update on the implementation of Article 9.

49. The United Nations, the International Committee of the Red Cross, the Cluster Munition Coalition and other organizations are invited to present their views on the implementation of Article 9.

50. Questions that delegations may wish to consider in preparation for the Eighth Meeting of States Parties have been identified in the 2018 CCM Progress Report.

Wednesday, 5 September 2018

10:00 – 13:00

Review of the status and operation of the Convention and other matters important for achieving the aims of the Convention continued

Selection Process for future Convention Presidencies (item 7 (i) of the provisional agenda)

51. The President will invite Germany, one of the Coordinators on the General Status and Operation of the Convention, to present the proposal developed on the establishment of a process for the selection of the Convention's presidency to be adopted by the Meeting.

Implementation Support (item 7 (j) of the provisional agenda)

52. The President will invite the Director of the Implementation Support Unit to present the 2017 Annual Report and the budget and ISU work plan for 2019.

Other matters important for achieving the aims of the Convention (item 7 (k) of the provisional agenda)

53. This is an open agenda item that provides an opportunity for delegations to raise any other matters that do not fall under the agenda items. It would be preferable that any delegation wishing to take the floor during this agenda item submits a request to the President in advance, asking for the floor and indicating the topic they wish to raise.

Financial Status of the Convention (item 8 of the Provisional Agenda)

54. Overview of the financial status of the Convention.

Preparations for the Ninth Meeting of States Parties and Second Review Conference (item 9 of the provisional agenda)

55. Election of H.E. Mr. Aliyar Lebbe Abdul Azeez, Ambassador and Permanent Representative of Sri Lanka to the United Nations and other Organizations in Geneva as the President of the Ninth Meeting of States Parties (item 9 (a) of the provisional agenda)

56. Date, duration, venue and estimated cost for the organisation of the Ninth Meeting of States Parties (item 9 (b) of the provisional agenda)

57. Designation of H.E. Ms. Sabrina Dallafior Matter, Ambassador and Permanent Representative of Switzerland to the Conference on Disarmament as the President of the Second Review Conference scheduled for 2020 (item 9 (c) of the provisional agenda)

15:00 – 18:00

Review of the status and operation of the Convention and other matters important for achieving the aims of the Convention continued

Other matters (item 10 of the provisional agenda)

58. This is an open agenda item that provides an opportunity for delegations to raise any other matters that do not fall under the agenda items. It would be preferable that any delegation wishing to take the floor during this agenda item submits a request to the President in advance, asking for the floor and indicating the topic they wish to raise.

Consideration and adoption of the final document of the Meeting (item 11 of the provisional agenda)

59. The President will make a final presentation of the outcome document of the Eighth Meeting of States Parties. The President may call on the respective Coordinators to report

on the results of any consultations undertaken. This is an opportunity for those delegations wishing to make any final remarks relating to the outcome document to do so.

Closure of the Meeting (item 12 of the provisional agenda)

60. Under this item, the President will invite H.E. Mr. A. L. Abdul Azeez of Sri Lanka, President of the Ninth Meeting of States Parties to make remarks looking ahead to the work of States Parties and other delegations during the period up to the Ninth Meeting of States Parties. The President will then deliver the concluding remarks and close the meeting.

Convention on Cluster Munitions

5 July 2018

Original: English

Eighth Meeting of States Parties
Geneva, 3 - 5 September 2018
Item 3 of the provisional agenda
Confirmation of the rules of procedure

Rules of Procedure

Submitted by the President of the Eighth Meeting of States Parties

The Rules of Procedure adopted at the First Meeting of States Parties (CCM/MSP/2010/3) are available at: http://www.undocs.org/CCM/MSP/2010/3

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Convention on Cluster Munitions

9 July 2018

Original: English

Eighth Meeting of States Parties
Geneva, 3 - 5 September 2018
Item 7 of the provisional agenda
Review of the status and operation of the Convention and other matters important for achieving the aims of the Convention

Convention on Cluster Munitions Eighth Meeting of States Parties (8MSP) Progress Report — monitoring progress in implementing the Dubrovnik Action Plan

Submitted by the President of the Eighth Meeting of States Parties

I. Introduction

1. This report presents an aggregate analysis of trends and figures in the implementation of the Convention on Cluster Munitions (CCM) as operationalized in the Dubrovnik Action Plan (DAP) which will guide the work of the CCM from the First Review Conference (1RC) in 2015 to the Second Review Conference scheduled for 2020. This report specifically focuses on the progress made between 1 July 2017 and 30 June 2018 which includes advancements made in the period just before and after the 7th Meeting of States Parties held in September 2017.

2. The report has been structured to provide a document that is as practical and useful as possible on the global implementation of the CCM. It is further intended to guide discussions at the Eighth Meeting of States Parties (8MSP) by monitoring progress and identifying key issues and/or challenges to be addressed. The lists of questions/challenges identified are not intended to be exhaustive but rather indicative. The key elements under each thematic area have been summarized to provide an overall status of implementation of the Convention at a glance. It does not in any way replace the requirement for formal reporting nor does it seek to provide a complete overview of all the progress made in implementing the 32 Action Points contained in the Dubrovnik Action Plan. The information contained in this report is based on publicly available information, including from official statements and States Parties' initial and annual transparency reports due annually on 30 April.

II. Report Summary

Universalization

(a) Two new States Parties brings total to 103;

(b) Seventeen Signatory States still to ratify the Convention eight years after its entry into force;

(c) Twenty seven more States Parties needed to meet 2020 target of 130 States Parties;

(d) Steady increase recorded in support of the CCM since the first CCM UNGA resolution was adopted in December 2015.

Stockpile Destruction

(a) One State Party completed destruction of stockpiles ahead of its deadline leaving nine still with Article 3 obligations;

(b) Since entry into force of the CCM, 30 out of 40 States Parties have completed destruction of their stockpiles;

(c) Two States Parties with deadlines on 1 August 2018 reported that they would comply with their obligation on time;

(d) Eight out of 10 States Parties provided information on the status and progress of their stockpile destruction; of the remaining two, one is yet to submit its initial transparency report;

(e) One State Party announced that it had destroyed all of its retained stockpiles while 11 States reported to have continued retaining cluster munitions for the purposes permitted by Article 3.6 of the Convention;

(f) One State Party reported for the first time to have retained cluster munitions for the purposes permitted under Article 3;

(g) All 11 States Parties provided an update on the planned and actual use of the retained submunitions in accordance with Article 3.8, an increase in the level of reporting compared to only five States Parties in the previous reporting period.

Clearance and Risk Reduction Education

(a) One State Party informed that it would complete clearance of all its cluster contaminated areas well ahead of its stipulated 2022 deadline;

(b) One State Party reported that with adequate financial, material and in-kind support it would be able to fulfil its Article 4 obligations before its 2020 deadline;

(c) Nine out of 10 States Parties with Article 4 obligations provided updated information concerning the location, scope and extent of cluster munition contamination and/or on the status and progress of programmes for the clearance for cluster munitions remnants in areas under their jurisdiction and control;

(d) One State Party reported on the discovery of new contaminated areas.

Victim Assistance

(a) Nine out of 11 States Parties with Article 5 obligations reported on the designation or existence of a national focal point;

(b) Seven out of 11 States Parties with Article 5 obligations provided information on national laws or national action plans relating to victims/persons with disabilities;

(c) Three States Parties reported on new cluster munition victims;

(d) Six States Parties reported to have integrated their victim assistance (VA) efforts into the broader disability sector;

(e) Seven States Parties reported having involved victims and/or people with disabilities in decision making processes;

(f) Seven States Parties requested international assistance and cooperation specifically for victim assistance.

International Cooperation and Assistance

(a) Twelve States Parties requested international cooperation and assistance through their 2017 Article 7 report;

(b) Twenty one States Parties reported through their 2017 Article 7 report that they provided assistance to affected States, an increase of four from the previous period;

(c) Eleven States Parties reported to have received assistance in their 2017 Article 7 report;

(d) Three informal meetings were hosted by the Coordinators, with States Parties with potential needs for assistance in fulfilling Convention obligations and States Parties with capacity to provide that assistance, to facilitate communication between these groups of States Parties a and to encourage the formation of partnerships;

(e) One new Country Coalition partnership, one existing partnership, and one potential partnership were discussed at the informal meetings hosted by the Coordinators.

Transparency Measures

(a) Eighty one States Parties out of the expected 102 have submitted their initial transparency reports;

(b) Thirteen States Parties still to submit overdue initial transparency report; a reduction of 40%;

(c) Nine States Parties submitted their initial transparency reports in the reporting period; a 100% increase from the submission rate during the previous reporting period;

(d) Fifty eight States Parties out of the expected 101 submitted their 2017 Annual Report with 25 reports still outstanding;

(e) Two new States Parties missed its deadline for the submission of its initial report

National Implementation Measures

(a) One State Party reported it had enacted specific legislation cluster munitions;

(b) Five States Parties in initial/annual transparency reported on having sufficient existing legislation in place;

(c) Seven States Parties reported to have legislation under consideration or in the process of being adopted;

III. CCM 8MSP Progress Report for the period 1 July 2017 to 30 June 2018

A. Universalization

Table 1

2nd Review Conference Goals	*Actions to be taken*	*Progress made*
	Dubrovnik Action Plan. Actions 1.1 to 1.3	*During reporting period*
An increased number of States Parties to the Convention (130 at least)	Increase adherence with the Convention	Two new States Parties —— one ratification and one accession
A decreased number of reported alleged and confirmed instances of use		17 Signatory States still to ratify
		27 still to go to reach the DAP 2020 objective of 130 States Parties
		Slight positive improvement in universalization rate
	Promote the universalization	Numerous bilateral meetings with representatives of Signatory States and States not Party
		Letters sent to encourage States to ratify/accede to the Convention
		One seminar for Signatory States on ratification of the Convention
	Reinforce the norms being established by the Convention	Slight increase in support of UNGA Resolution on the implementation of the CCM

1. **Questions/challenges for discussion at the Eighth Meeting of States Parties**

(a) How can stakeholders of the Convention make use of identified internal and external factors to motivate States to join?

(b) What level of certainty regarding available evidence on use of cluster munitions would States require in order to speak out against all use, production and/or transfer of cluster munitions?

(c) How can regional and international cooperation and assistance be used and promoted to increase the membership of the CCM?

2. **Progress report on universalization: monitoring progress in the implementation of the Dubrovnik Action Plan**

3. During the period under review, the universalization rate improved slightly with two new States Parties — one by ratification (signatory State, Benin) and the other through accession (State not party, Sri Lanka). In accordance with Article 17 (2), the Convention entered into force for Benin on 1st January 2018. Sri Lanka acceded to the Convention on 1st March 2018 and the Convention will enter into force for it on 1st September 2018. As of 30 June 2018, a total of 120 States had joined the CCM by signing, ratifying or acceding to the Convention. Of these, 103 are States Parties whilst 17 are Signatory States.

4. Since the time the Convention entered into force close to eight years ago, 17 Signatory States still have to ratify it. These States are Angola, Central African Republic, Democratic Republic of the Congo, Cyprus, Djibouti, Gambia, Haiti, Indonesia, Jamaica, Kenya, Liberia, Namibia, Nigeria, Philippines, Sao Tomé and Principe, Tanzania and Uganda.

5. Action 1.1 of the Dubrovnik Action Plan requires that another 27 States join the CCM in order to achieve the objective of 130 States Parties by the Second Review Conference in 2020. Even though 73 Member States of the United Nations are neither Signatories nor Parties to the Convention, in December 2017, 142 Member States of the United Nations voted in favour of United Nations General Assembly resolution 72/54 "Implementation of the Convention on Cluster Munitions", showing a steady increase in support of the CCM since the first United Nations General Assembly resolution on the Convention on Cluster Munitions was adopted in December 2015.

6. Action 1 of the Dubrovnik Action Plan aims to increase adherence with the Convention, promote its universalization and reinforce the norms being established by the Convention. In this regard, the Coordinators on Universalization met with representatives of Signatory States and States not Party in the margins of various non-CCM meetings including the intersessional meetings of the Anti-Personnel Mine Ban Convention held in Geneva from 7 to 8 June 2018 to implement the strategy outlined in their Action plan for the period under review.

7 Additionally, the Coordinators sent out letters to the 17 Signatory States requesting an update on efforts being made to ratify the CCM. The Coordinators also held bilateral meetings with the representatives of four Signatory States; Haiti, Indonesia, Central African Republic and Tanzania to obtain additional information on the obstacles and challenges faced by States in the process of ratification. The meetings allowed Coordinators to reiterate their availability to provide support to these States in the ratification process and to conduct demarches in their respective capitals.

8. Furthermore, the Coordinators sent demarches to States not Party and held bilateral meetings with others such as Cambodia to promote the universalization of the Convention.

9. In support of the work of the Coordinators, the Implementation Support Unit (ISU) followed-up with States not Party to the CCM from the Pacific region including the Federated States of Micronesia, Kiribati, Papua New Guinea, Solomon Islands, Tonga, Tuvalu, and Vanuatu. These countries were provided with the necessary informative materials and toolkit on the accession process.

10. In collaboration with the Inter-Parliamentary Union (IPU), the Coordinators on Universalization and the ISU participated in an informal meeting of the First Committee in

the margin of the 138th Assembly of the IPU on 27th March, 2018. The ISU made a general presentation on the Convention at the meeting with an aim to have the CCM included on the agenda of Parliamentarians in their respective countries. This would ideally raise awareness of the Convention and facilitate speedy ratification of or accession to the Convention. The meeting was attended by Parliamentarians from both Signatories States and from States not Party.

11. With the support of the ISU, the Coordinators on Universalization convened an informal meeting on 23rd May 2018, with the Geneva representatives of Namibia, Nigeria, Tanzania and The Philippines. Signatory States attending the event provided updates on their ratification processes and other plans regarding the ratification of the Convention. The meeting provided an opportunity for the exchange of experiences on how best to overcome the identified obstacles and challenges in the ratification process.

B. Stockpile destruction and retention

Table 2

2nd Review Conference Goals	*Actions to be taken*	*Progress made*
	Dubrovnik Action Plan Actions 2.1 to 2.5	*During reporting period*
An increased number of States Parties that finished stockpile destruction Increased levels of reporting on matters pertaining to Article 3 implementation, including information on the amount and planned use of sub-munitions retained Increased exchange of information of good and cost effective stockpile destruction practices including on safety, environmental impact and efficiency	Develop a resourced plan	Seven States Parties with destruction plan in place or being developed Two States Parties reported that they had received technical assistance from an international clearance organization to assess needs, develop and implement a destruction plan Six States Parties apply standards related to safety and environment Eight States Parties updated information on the status and progress of their stockpile destruction Four States Parties updated information on expected completion date of destruction Two States Parties reported allocation of national resources to stockpile destruction
	Increase exchanges of promising practices	Two States Parties reported to have received technical assistance from an international mine

2nd Review Conference Goals	*Actions to be taken*	*Progress made*
	Dubrovnik Action Plan Actions 2.1 to 2.5	*During reporting period*
		action organization
	Apply an appropriate approach to retention	13 States Parties retained cluster munitions as provided for in the CCM
		One State Party reported destruction of all retained stockpiles
		11 States Parties provided updates on the use of retained submunitions
		Five States Parties reported on the use of retained cluster munitions through trainings
		One State Party declared that it would not retain any stockpiles while 1 reported for the first time to have retained cluster munitions for permitted purposes
	Announce declaration of compliance on stockpile destruction	One State Party reported completion of Stockpile Destruction
	Act upon unexpected developments	One State Party clarified completion of destruction of stockpiled submunitions owned by another State Party

1. Questions/challenges for discussion at the Eighth Meeting of States Parties

(a) How can cooperation and assistance be effectively facilitated between States Parties with Article 3 obligations and international organizations with stockpile destruction expertise/capacities?

(b) How can States Parties with pending Article 3 obligations effectively express their need or assistance and ensure that they have explored all existing avenues for receiving financial resources/technical expertise and in a timely manner?

(c) How can States with obligations ensure that adequate political will and national ownership exist from the beginning as a key prerequisite for successful implementation of obligations?

(d) How can States Parties with Article 3 obligations be more proactive in pursuing regional cooperation approaches to address their needs?

2. Progress report on Stockpile Destruction: monitoring progress in the implementation of the Dubrovnik Action Plan

12. Since entry into force of the CCM, a total of 40 States Parties reported to have had obligations under Article 3. Of these, 30 have since declared completion of their stockpile destruction. 14 of the 40 States Parties reported to destroyed all of their stocks before entry into force of the Convention: Afghanistan, Belgium, Canada, Colombia, Congo, Czech Republic, Ecuador, Honduras, Hungary, Iraq, Republic of Moldova, Norway, Portugal and Sierra Leone.

13. According to information provided through 2017 Article 7 reports and other official statements by States Parties, there remain nine States Parties with obligations under Article 3 (Botswana, Bulgaria, Croatia, Guinea-Bissau, Peru, Slovakia, South Africa, Spain and Switzerland).

14. Of these nine States Parties, seven (Botswana, Bulgaria, Croatia, Peru, Slovakia, Spain and Switzerland) submitted their 2017 annual reports with updated information on Article 3 implementation; while one (South Africa) had an overdue 2017 annual report; and one State Party (Guinea-Bissau) has still not submitted its initial transparency report.

15. During the period under review, one State Party (Cuba), which had stockpile destruction obligations, reported to have complied with its Article 3 obligations.

16. Of the seven States Parties that submitted their 2017 annual report, four (Botswana, Croatia, Spain and Switzerland) provided updated information on the expected completion date of stockpile destruction. Two States Parties, Croatia and Spain, with a stockpile destruction deadlines on 1 August 2018 and 1 State Party, Botswana, with the deadline on 1 December 2019, informed that they would comply with their obligations within the stipulated timeframe. One State Party, Switzerland, with stockpile destruction deadline on 1 January 2021 reported that it would finalize the disposal of its stockpile by the end of 2018, two years ahead of its Article 3 deadline. One State Party, Bulgaria, made no progress in the destruction of its stockpiles since the last reporting period.

17. In line with Action 2.1 of the DAP, among States Parties with remaining stockpile destruction obligations, seven States Parties (Botswana, Bulgaria, Croatia, Peru, Slovakia, Spain and Switzerland) have reported that a destruction plan is in place and/or being developed;

18. Two States Parties (Cuba and Slovakia) reported having allocated national resources to their national programmes to comply with Article 3 obligations.

19. Two States Parties (Botswana and Peru) reported that they had received technical assistance from an international clearance organization to assess needs, develop and implement a destruction plan.

20. Five States Parties (Botswana, Croatia, Slovakia, Spain and Switzerland) reported that they will ensure that destruction techniques are in compliance with national and international standards in terms of safety and protection of the environment.

21. One State Party (Bulgaria) reported that it had destroyed stockpiled submunitions owned by another State Party, Slovenia, thus ensuring its compliance with Article 3.

22. 11 States Parties (Belgium, Bosnia and Herzegovina, Czech Republic, Denmark, France, Germany, Netherlands, Slovakia, Spain, Sweden and Switzerland) reported in their 2017 annual report that they continue to retain cluster munitions and explosive sub-munitions for the purposes permitted by the Convention.

23. One State Party (Bulgaria) reported for the first time to have retained cluster munitions for the purposes permitted by the Convention.

24. One State Party (Cameroon) that had previously declared having retained cluster munitions for the purposes permitted by the Convention still has to submit its 2017 annual report and provide an update on the current and planned use of retained cluster munitions.

25. One State Party (Italy) announced that it had destroyed all of its retained stockpiles.

26. One State Party with Article 3 obligations (Cuba) specifically mentioned that it would not retain any stockpiles for authorized purposes under Article 3.6.

27. All 11 States Parties (Belgium, Bosnia and Herzegovina, Czech Republic, Denmark, France, Germany, Spain, Netherlands, Slovakia, Sweden and Switzerland) that had previously declared retaining cluster munitions for the purposes permitted by the Convention, provided an update on the planned and actual use of these retained submunitions in accordance with Article 3.8. This represented an increase in the level of reporting compared to the previous period where only 5 States Parties had reported on the use of retained stocks.

28. Of the 11, five States Parties (Belgium, Czech Republic, Denmark, Germany and Spain) reported on the use of retained cluster munitions through trainings conducted which lead to a significant decrease in numbers while five States (Bosnia and Herzegovina, France, Slovakia, Sweden and Switzerland) did not report any decrease in their retained stocks. However, three of these (Netherlands, Sweden and Switzerland) did clarify that they would reduce numbers of retained munitions in the future.

29. During the reporting period, the Coordinators on Stockpile Destruction and Retention held bilateral meetings with a number of States Parties, in which these States were reminded of their obligations under Article 3 of the Convention and encouraged to provide an update on the progress made towards the implementation of their commitments. Additionally, the Coordinators sent out letters to four States Parties (Italy, Netherlands, Sweden and Denmark) with retained munitions permitted under Article 3, requesting them to provide updated information on these munitions. Only one State Party (Italy) replied announcing the destruction of all its retained stocks.

C. Clearance and Risk Reduction Education

Table 3

2nd Review Conference Goals	*Actions to be taken*	*Progress made*
	Dubrovnik Action Plan Actions 3.1 to 3.8	*During reporting period*
A decreased number of new victims, with the aim of zero Increased amounts of suspected land released for subsistence, cultural, social and commercial purposes Better targeting of scarce clearance resources Larger freedom and safer movement Increased exchange of information of good and cost effective clearance practices including on safety, environmental impact and efficiency	Assess the extent of the problem	Nine States Parties reported on the location, scope and extent of cluster munition contamination
	(a) Affected States Parties subject to obligations under Article 4 will endeavour to make every effort to promote clarity on the location, scope and extent of cluster munition remnants in areas under its jurisdiction or control, drawing on survey approaches (technical and non-technical) as appropriate and needed.	One State Party reported on newly contaminated areas
	Protect people from harm	Seven States Parties with Article 4 obligations reported to have provided risk reduction education and/or marked/fenced hazardous areas.
	Develop a resourced plan (a) Affected States Parties will	Five States Parties with Article 4 obligations

2nd Review Conference Goals	*Actions to be taken*	*Progress made*
	Dubrovnik Action Plan Actions 3.1 to 3.8	*During reporting period*
	endeavour to develop and start the implementation of Article 4 compliant national clearance strategies and plans based on survey results and clearance rates, taking into account best practices, international and national standards and methods	reported to have allocated national resources to clearance. Nine States Parties reported on the status of progress of clearance programmes.
	Be inclusive when developing the response	No State provided specific information on the inclusion of communities in the development of clearance plans
	Manage information for analysis, decision-making and reporting	No State reported specifically on land release through methods other than clearance.
	Provide support, assist and cooperate	One workshop held in affected region to support Article 4 implementation
	Apply practice development	Discussions held with affected States and clearance operators on effective clearance methodologies Clearance Coordinators contributed to the development of the Guidelines for Extension Requests
	Promote and expand cooperation	Clearance Coordinators participated in two closed side-events organized by Coordinators on International Cooperation and Assistance

1. Questions/challenges for discussion at the Eighth Meeting of States Parties

(a) How can States Parties and other implementation actors best support the efforts of affected States develop and implement cost-efficient survey and land-release plans of affected areas?

(b) How can States Parties and other implementation actors best support affected States with a relatively manageable contamination to finish their Article 4 obligations by their respective deadlines in order to avoid a request for extension?

(c) How can States Parties and other implementation actors best support the efforts of affected States develop and implement risk reduction education programmes?

(d) How can States Parties and other implementation actors best support affected States in balancing the assistance between survey, clearance and risk reduction education?

(e) How can States Parties and other implementation actors assist in mobilizing sufficient funds to support affected states in order to meet the Convention's obligations?

2. Progress report on Clearance and Risk Reduction Education: monitoring progress in the implementation of the Dubrovnik Action Plan

30. To meet the DAP's goals, Lao People's Democratic Republic and the Netherlands, in their capacity as Coordinators for Clearance and Risk Reduction Education, undertook a number of activities during the period under review.

31. Under the previous Coordinators, Norway and the Netherlands, a plan was developed to hold a regional workshop in the Balkans with regard to Action 3.8, on promoting and expanding cooperation. The workshop took place during the current reporting period, from 8 to 10 November 2017. The workshop, which took place in Sarajevo, Bosnia and Herzegovina was facilitated by the Geneva International Centre for Humanitarian Demining (GICHD). Mine Action operators The HALO Trust and Norwegian People's Aid contributed to the workshop. The Director of the ISU of the Convention and a representative from UNDP were present, as well as representatives from Norway and the Netherlands. The workshop focused on cluster munition survey and clearance and, in particular, the development of plans to complete clearance. Best practice and lessons learnt on survey and clearance were addressed and information was shared between participants concerning their respective national plans on survey and clearance.

32. On the basis of their Concept Note, the Coordinators identified countries where follow-up was needed regarding their Article 4 obligations. For three countries, a clarification was required regarding their clearance plans. The Coordinators followed-up on this via letters and bilateral meetings. The aim was to limit, where realistic, the number of potential extension requests.

33. 10 States Parties have reported to be contaminated by cluster munition remnants and therefore had obligations under Article 4 during the reporting period: Afghanistan, Bosnia and Herzegovina, Chad, Chile, Croatia, Germany, Iraq, Lao People's Democratic Republic, Lebanon and Montenegro.

34. Nine out of the 10 States Parties with Article 4 obligations (Afghanistan, Bosnia and Herzegovina, Chad, Croatia, Germany, Iraq, Lao People's Democratic Republic, Lebanon and Montenegro) have submitted their 2017 annual report with information on Article 4 implementation.

35. One State Party with Article 4 obligations (Chile) still had not submitted its 2017 annual transparency report.

36. All 9 States Parties (Afghanistan, Bosnia and Herzegovina, Chad, Croatia, Germany, Iraq, Lao People's Democratic Republic, Lebanon and Montenegro) in their 2017 annual reports provided information on the location, scope and extent of cluster munition contamination and/or on the status and progress of programmes for the clearance for cluster munitions remnants on their national territory.

37. During the period under review none of the States Parties with clearance obligations announced compliance with their obligations under Article 4.

38. One State Party (Afghanistan) informed that it would complete clearance of all its cluster contaminated areas well ahead of its Convention stipulated deadline of 1 March 2022.

39. One State Party (Montenegro) also reported that, depending on financial, material and in-kind support provided, it would be able to fulfil its Article 4 obligations before its stipulated deadline of 1 August 2020.

40. One State Party, Iraq, informed that progress was largely dependent on security.

41. One State Party (Lebanon) reported on the discovery of new contaminated areas.

42. Seven States Parties (Afghanistan, Bosnia and Herzegovina, Chad, Iraq, Lao People's Democratic Republic, Lebanon and Montenegro) reported on their challenges

and/or on international assistance and cooperation needed to fulfil obligations under Article 4 through their Article 7 report.

43. Five States Parties (Bosnia and Herzegovina, Croatia, Germany, Lao People's Democratic Republic and Lebanon) with Article 4 obligations reported to have allocated national resources to clearance operations.

44. Eight States reported to have received assistance; Afghanistan, Bosnia and Herzegovina, Chad, Croatia, Iraq, Lao People's Democratic Republic, Lebanon and Montenegro.

45. Seven States Parties with Article 4 obligations (Afghanistan, Bosnia and Herzegovina, Croatia, Iraq, Lao People's Democratic Republic, Lebanon and Germany) reported to have taken measures to provide risk reduction education and/or to prevent civilian access to areas contaminated by cluster munitions remnants through marking and fencing.

46. One State Party (Montenegro) informed that it would plan to undertake risk reduction education activities and requested assistance in that regard.

47. The Coordinators on Clearance and Risk Reduction Education contributed to the development of the draft *Guidelines for Article 3 and Article 4 Extension Requests* being developed by the Coordinators on the General Status and Operation of the Convention. The Committee also held bilateral meetings with Lao People's Democratic Republic and Germany whose clearance deadlines are due in 2020 to explain and discuss the procedure.

48. With regard to Action 3.8, on promoting and expanding cooperation, the Coordinators also participated in cross-cutting activities with the Coordinators on International Cooperation and Assistance in order to enhance cooperation between affected and donor States.

D. Victim Assistance

Table 4

2nd Review Conference Goals	*Actions to be taken*	*Progress made*
	Dubrovnik Action Plan Actions 4.1 to 4.4	*During reporting period*
An improvement in the quality and quantity of assistance provided to persons with disabilities Strengthened respect for human rights to all persons Increased exchange of information of good and cost effective practices Increased involvement of victims in consultations and policy-making and decisions making processes on issues that concern them Increased cooperation assistance for victim assistance programmes, through traditional mechanisms, and south-south, regional and triangular cooperation and in linking	Strengthen national capacity (a) Designating a focal point within the government to coordinate victim assistance (b) Develop a national disability action plan or develop a national action plan on victim assistance	**(a) the end of 2016** Nine States Parties with designated national focal point **(b) the end of 2018** Six States Parties with a national plan to address Victim Assistance One State Party reported on efforts to implement the national law on disability One State Party reported a National Disability Strategy will be adopted by the end of 2018 Two States Parties reported on national resources allocated to VA activities One State Party reported that

2nd Review Conference Goals	*Actions to be taken*	*Progress made*
	Dubrovnik Action Plan Actions 4.1 to 4.4	*During reporting period*
national focal points and centres		a comprehensive law on disabilities and National Action Plan were awaiting approval
Increased demonstration of results achieved and/or expected results in Article 7 transparency report		Six States Parties reported that victim assistance efforts were integrated into the broader disability sector
	Increase the involvement of victims	Seven States Parties reported involving victims and/or people with disabilities in decision making processes on victim assistance
	Share information	Nine of 11 States Parties with Article 5 obligations submitted their Article 7 transparency report
		Three States Parties reported on new cluster munition victims
		Four States Parties provided disaggregated victim data
		Two States Parties reported on data collection and surveying activities
		One State Party highlighted challenges with regards to data collection
		Three States Parties provided detailed feedback on key challenges and priorities regarding Article 5 implementation
	Provide support, assist and cooperate	Eight States Parties requested international assistance and cooperation specifically for victim assistance
		Seven States Parties reported on international assistance and cooperation received for victim assistance

1. **Questions for discussion at the Eighth Meeting of States Parties**

(a) What obstacles prevent States from designating national focal points on *victim assistance?*

(b) What obstacles prevent States from developing national disability action plans and national action plans on victim assistance?

(c) What mechanisms help increase involvement of victims in policy and decision-making processes on issues that concern them?

(d) How can information exchange support Article 5 implementation?

(e) What good practices can ensure the sustainability and effective targeting of cooperation and assistance on victim assistance?

2. Progress report on Victim Assistance: monitoring progress in the implementation of the Dubrovnik Action Plan

49. To date, 11 States Parties (Afghanistan, Albania, Bosnia and Herzegovina, Chad, Croatia, Guinea-Bissau, Iraq, Lao People's Democratic Republic, Lebanon, Montenegro and Sierra Leone) have reported to have cluster munition victims in areas under their jurisdiction or control, giving rise to obligations under Article 5 of the Convention.

50. The Coordinators on Victim Assistance noted from Article 7 reports submitted for 2017 that, of 11 States Parties with victim assistance obligations, nine (Afghanistan, Albania, Bosnia and Herzegovina, Chad, Croatia, Iraq, Lao People's Democratic Republic, Lebanon and Montenegro) submitted their Article 7 transparency report; one State Party (Sierra Leone) missed the due date for submission of its 2017 annual report and one State Party (Guinea-Bissau) still had not submitted its initial transparency report which was due in 2011.

51. Three States Parties (Lao People's Democratic Republic, Iraq and Lebanon) reported on new cluster munitions victims during the period under review. Four States Parties, (Afghanistan, Iraq, Lao People's Democratic Republic and Lebanon) provided disaggregated data on victims. One State Party (Croatia) explained that it was in the process of finalizing a victim database with the aim to develop further and strengthen policy actions for victims. One State Party (Lao People's Democratic Republic) informed that it had completed a national survey of UXO victims that will help define policies and needs. One State Party (Bosnia and Herzegovina) highlighted challenges with regards to data collection.

52. Six States Parties (Afghanistan, Albania, Bosnia and Herzegovina, Croatia, Iraq and Lao People's Democratic Republic) reported that their victim assistance efforts were integrated into the broader disability sector. One State Party (Lebanon) reported on efforts made to implement its existing law on disabilities. One State Party (Afghanistan) reported that it would finalize and adopt a National Disability Strategy before the end of 2018. One State Party (Chad) reported that it had developed a comprehensive law for people with disabilities but that it still needed to be approved.

53. One State Party (Montenegro) informed that it does not have a national victim assistance plan in place. One State Party (Chad) reported that it has developed a national victim assistance Plan but that it still needs to be approved. Six States Parties (Afghanistan, Albania, Bosnia and Herzegovina, Croatia, Iraq and Lebanon) reported on their national plan to address victim assistance. One State Party, Croatia, reported on national resources allocated to the implementation of victim assistance activities.

54. Seven States Parties (Afghanistan, Albania, Bosnia and Herzegovina, Lebanon, Croatia, Iraq and Lao People's Democratic Republic) reported on involving victims and/or people with disabilities in decision making processes on victim assistance.

55. One State Party (Afghanistan) reported that it had noticed a drop in funding towards victim assistance leading to a reduction of activities. Eight States Parties (Afghanistan, Albania, Bosnia and Herzegovina, Chad, Iraq, Lao People's Democratic Republic, Lebanon and Montenegro) requested international assistance and cooperation specifically for victim assistance. Seven States Parties (Afghanistan, Albania, Chad, Croatia, Iraq, Lao People's Democratic Republic and Lebanon) reported on international assistance and cooperation received for victim assistance. Six States Parties (Afghanistan, Albania, Chad, Croatia, Lebanon and Iraq) informed that they had made efforts to mobilize national and international resources for victim assistance.

56. During the review period, the Coordinators on Victim Assistance focused on the implementation of Action 4.1 of the DAP outlining two specific, time-bound commitments aimed at strengthening the national capacity of States Parties with obligations under Article 5 of the Convention.

57. With the assistance of the ISU, the Coordinators identified two States Parties with obligations under Article 5 (Guinea Bissau and Sierra Leone) yet to inform of the designation of a victim assistance focal point by the end of 2016, as mandated in Action 4.1, para. 32(a) of the DAP. In January 2018, the Coordinators wrote to these States Parties reminding them of their commitment under the DAP to designate a victim assistance focal point by the end of 2016, and requesting an update on progress towards its implementation. The Coordinators did not receive a response from either of these States.

58. Under Action 4.1 in para 32(c), States Parties with cluster munitions victims in areas under their jurisdiction or control commit to develop a national disability action plan as soon as possible, or develop a national action plan on victim assistance, by no later than the end of 2018. The Coordinators did not receive any response from either of these States. During an informal meeting organized by the Coordinators on Article 6 of the Convention in November 2017 on *Enhancing International Cooperation and Assistance*, Montenegro reported on the need for international and expert assistance in its efforts to strengthen relevant legislative and administrative frameworks, including for the establishment of a national action plan on victim assistance.

59. As in 2017, the Coordinators also focused on facilitating increased information exchange among States Parties on the implementation of Article 5 obligations, with the goal of identifying good practices as possible useful resources for other States Parties, and providing a platform to share information on challenges and to convey assistance needs. In early 2018, they wrote to Afghanistan, Bosnia and Herzegovina, Chad, Iraq, Lao People's Democratic Republic and Lebanon, inviting them to share information regarding the challenges and key priorities encountered in implementing Article 5 obligations. By 30 June 2018, one State Party, Lebanon, had provided the Coordinators with a copy of the national transparency report for 2017 in reply to this information request. In the report, Lebanon highlights its assistance needs on victim assistance — relating to the provision of medical, rehabilitation, and socio-economic support to victims — and underlines that victim assistance is one of the most expensive components of mine action in the country, which needs continuous investment and mobilization of resources that are not secured.

60. The Article 5 Coordinators met informally with representatives of 2 of these States Parties in the margins of the National Mine Action Directors Meeting held in February 2017, and were able to identify some common challenges to Article 5 implementation. These included difficulties with:

(a) Completing victims surveys, due to insufficient resources and/or inaccessibility of parts of the territory (security conditions, remote areas);

(b) Data disaggregation by age and gender;

(c) Lacking medical structures (for emergency treatment and/or long-term rehabilitation) in some regions;

(d) Insufficient or low quality medical equipment and materials;

(e) Inadequate resources to provide socio-economic support (vocational training, income generation for direct and indirect victims);

(f) Coordination at the central level among different relevant ministries/agencies; vertical cooperation across different layers of governance/policy making (national, regional, local); horizontal cooperation among federal/regional/local authorities in harmonizing data collection, provision of services and inclusion policies.

61. The experience reported by these two States Parties, in addition to the information provided by Lebanon, confirmed the general observation that it is very difficult to secure long term financial and other resources for victim assistance, especially with regards to rehabilitation, psychological, social and economic support. Generally speaking, in the framework of the CCM and other related Conventions, the amount of international

assistance dedicated to victim assistance falls far short of recipients' needs and represents a very small percentage of total mine action funding.

62. The Coordinators concluded that this exercise was extremely useful. At the same time, they would like to stress the cooperative nature of this process, whose aim is not to verify compliance with the Convention or the DAP, but to facilitate the sharing of lessons learnt and challenges encountered in victim assistance efforts. The success of this exercise will depend on the willingness of affected States to engage in a constructive exchange with the Coordinators that is less formalized than the national reporting mechanism provided in Article 7 of the Convention, with a view to increasing States Parties' and potential donors' awareness of the specific needs of States with victim assistance obligations, and identifying good practices helpful for all States with Article 5 obligations.

63. In building on previous efforts, the Coordinators also continued to work to improve coordination on issues of victim assistance with other disarmament conventions including regarding commitments on victim assistance. On 22 February 2018, the Coordinators participated in a victim assistance retreat organized by the Committee on Victim Assistance of the APMBC, which was also attended by the Victim Assistance Coordinators of Protocol V of the CCW, and the Committees on the Enhancement of Cooperation and Assistance of the Anti-Personnel Mine Ban Convention and the Convention on Cluster Munitions. The retreat provided an opportunity to share plans and objectives for 2018, discuss respective priorities and identify possible opportunities for cooperation, with a view to promoting concerted and synergistic approaches to victim assistance. Participants agreed to pursue discussions in this regard. The idea of a "Victim Assistance focused" individualized approach was also discussed to be implemented in the coming months through a pilot side event.

64. Finally, the Coordinators promoted the Guidelines on Gender and Diversity-Responsive Victim Assistance in Mine Action, produced by the Gender and Mine Action Programme (GMAP) in collaboration with Humanity and Inclusion (HI), with the financial support of Italy, at a side event organized during the Intersessional Meeting of the APMBC. The Guidelines are available at the address http://.gmap.ch/3098/.

E. International Cooperation and Assistance

Table 5

2nd Review Conference Goals	*Actions to be taken*	*Progress made*
	Dubrovnik action plan actions 5.1 to 5.7	*During reporting period*
A decrease in the number of new victims and a better quality of life for victims	Strengthen partnerships at all levels	One new partnership formed
An increased number of States Parties that finish stockpile destruction in advance of their eight-year deadlines		One potential partnership discussed
A better targeting of scarce resources	Communicate challenges and seek assistance	12 Parties requested assistance
Increased technical and material assistance, transfer of skills and good practices		21 States Parties reported on provision of assistance to affected States
Increased and improved reporting on challenges and needs for assistance		12 affected States Parties reported assistance received from other States Parties and stakeholders
An increase of multi-year partnerships for cooperation including multi-year funding arrangements	Evidence based needs for better results	Six States Parties submitted requests for assistance based on surveys, needs assessments and analysis
An increase in the exchange of information of good and cost effective clearance and stockpile destruction practices including on safety, environmental impact and efficiency	Take ownership	Nine States Parties reported allocating national resources to implement the CCM
An increase in cooperation and assistance for victim assistance programming, with the aim to ensure that victims can participate in all aspects of life on an equal basis	Respond constructively to request for assistance	Two States Parties have assistance arrangements with an operator in response to requests made
		No States Parties reported provision of assistance to affected States based on specific requests
	Make use of existing tools, cost efficiency and effectiveness	33 States reported either requesting or providing assistance
	Support implementation support	54 States Parties paid contributions towards the ISU 2017 budget

1. Questions/challenges for discussion at the Eighth Meeting of States Parties

(a) What are the key ways in which States Parties can provide cooperation and assistance under the Convention, whether they are affected or donor States?

(b) What can be done to enhance the implementation of partnerships under the Convention, including Country Coalitions?

(c) How can the sharing of information on needs and capacity to provide assistance under the Convention be enhanced, including through Article 7 reporting?

2. Progress report on International Cooperation and Assistance: monitoring progress in the implementation of the Dubrovnik Action Plan

65. 12 States Parties requested specific assistance in their annual or initial transparency report for 2017 (Afghanistan, Albania, Bosnia and Herzegovina, Botswana, Chad, Iraq, Lao People's Democratic Republic, Lebanon, Montenegro, Nauru, the State of Palestine and Palau). This is the same number as in 2016.

66. Six States Parties specifically requested assistance to fulfil obligations under Article 4 through their 2017 annual transparency report (Bosnia and Herzegovina, Chad, Iraq, Lao People's Democratic Republic, Lebanon and Montenegro). Two States Parties with no obligations under Article 4 (Palau and State of Palestine) requested support to carry out UXO surveys. One State Party, Chad, requested support to define the real scope of cluster munition remnants contamination.

67. Through their 2017 annual transparency report, five States Parties specifically requested assistance to provide risk reduction education (Lao People's Democratic Republic, Lebanon, Montenegro, State of Palestine and Palau).

68. Eight States Parties specifically requested assistance to fulfil obligations under Article 5 through their 2017 annual transparency report (Afghanistan, Albania, Bosnia and Herzegovina, Chad, Iraq, Lao People's Democratic Republic, Lebanon and Montenegro).

69. One State Party, Nauru, in its initial transparency report, specifically requested assistance in the development of specific national legislation on the implementation of the CCM, as stipulated under Article 9 of the Convention.

70. Contrastingly, 21 States Parties reported to have provided assistance to affected States (Andorra, Australia, Austria, Belgium, Canada, Czech Republic, Denmark, France, Germany, Italy, Japan, Liechtenstein, Lithuania, Luxembourg, Monaco, New Zealand, Netherlands, Spain, Sweden, Switzerland and the United Kingdom of Great Britain and Northern Ireland). This was an increase from 16 in 2016. Specifically, 17 of the donor States reported that they had provided support for clearance activities, 16 reported providing support to victim assistance, and 13 reported giving support to risk reduction education.

71. 12 States Parties reported to have received assistance from other States Parties and/or stakeholder organisations (Afghanistan, Albania, Bosnia and Herzegovina, Botswana, Chad, Croatia, Iraq, Lao People's Democratic Republic, Lebanon, Montenegro, the State of Palestine and Palau).

72. Two States Parties with upcoming Article 3 deadlines reported on specific assistance received by an international clearance organization.

73. Nine States Parties with obligations under the Convention reported having allocated national resources to fulfil these obligations: Albania, Botswana, Croatia, Cuba, Germany, Lao People's Democratic Republic, Lebanon, Palau and the State of Palestine. This was a decrease in the reported numbers from 14 in 2016.

74. The Coordinators continue to encourage all States Parties with needs for assistance in fulfilling Convention obligations to provide their Article 7 reports in a timely manner and to report in as much detail as possible on their needs and challenges with regard to the fulfilment of their obligations. Article 7 reports continue to be a critical resource used by the Coordinators to bring States Parties with needs together with potential States Parties and civil society partners who may be able to help meet those needs.

75. During the period reported on, consistent with the Dubrovnik Action Plan, the Coordinators focused on enhancing communication between States Parties on their challenges, needs and their capacity to provide assistance to address these (Action 5.2), and facilitating the formation of partnerships between States Parties to meet pressing obligations under the Convention (Action 5.1), including through the Country Coalitions initiative of the Presidency of the Seventh Meeting of States Parties (7MSP).

76. The Coordinators continued supporting these priorities by holding closed informal meetings with States Parties with potential needs for assistance in fulfilling Convention obligations and States Parties with capacity to provide that assistance, to facilitate communication between these groups of States Parties and to encourage the formation of partnerships. Three such meetings were held: on 24 November in the margins of the 2017 Convention on Certain Conventional Weapons Meeting of High Contracting Parties; on 20 December in the margins of the 2017 Anti-Personnel Mine Ban Convention Meeting of States Parties; and on 8 June in the margins of the 2018 Intersessional Meetings of the Anti-Personnel Mine Ban Convention.

77. The primary objectives of the meetings were:

(a) To serve as an additional channel through which unmet needs and challenges could be raised by States Parties with needs under the CCM, for consideration by States Parties with the capacity to assist in addressing such needs and overcoming such challenges;

(b) To help States Parties with needs under the CCM understand how they could access assistance more effectively, by hearing from donor/partner States about their priorities and procedures for provision of assistance;

(c) To help donor States understand what difficulties affected States faced in accessing assistance;

(d) To provide the foundations for the establishment of enhanced partnerships with States with needs under the CCM which would facilitate timely and effective implementation of obligations, including Country Coalitions; and

(e) To provide an opportunity for the Coordinators to hear directly from States Parties how to improve their support to States Parties.

78. In these meetings, the key points raised by States with potential needs under the CCM included that:

(a) States requiring assistance should be more assertive in pursuing assistance at an early stage;

(b) Affected States should be more active in pursuing regional cooperation as a mechanism to meet CCM obligations;

(c) States requiring assistance should have a detailed completion plan in place and provide specific details in assistance requests regarding the nature of assistance required and the extent of existing national investment in completion efforts;

(d) States requiring assistance need to keep sensitizing donors/partners to their needs to combat loss of institutional memory;

(e) The ISU or the Coordinators could establish a database facilitating not only the sharing of information on donor/partner priorities and capacities to assist, but also the sharing of needs and experience between affected States;

(f) Donors/partners should coordinate closely with national mine action authorities to understand the real needs and priorities for assistance. Donor States should remain sensitive to each affected States' needs. They should not apply a template approach;

(g) Donors/partners should consider long-term/multi-year partnerships with States requiring assistance;

(h) The Country Coalition approach offers an effective framework for ensuring national ownership and long-term commitments by donors/partners;

(i) Article 7 reports are a key channel for communication: affected States and others with pressing obligations should use these reports to provide full details of needs, and donor/partner States should use them to provide full details of assistance capacities and priorities.

79. The key points raised by States with the capacity to provide assistance to meet such needs included that:

(a) In decision-making and reporting on assistance, donors tended to focus more on the socio-economic benefit of mine action than on the specific munition being cleared;

(b) Affected countries should highlight potential development benefits of assistance being sought;

(c) Donors faced internal challenges coordinating and breaking down silos between ministries, as well as highlighting the broader development benefits of mine action;

(d) Donors faced ongoing coordination challenges both at the international level and on the ground, with other donors and local authorities;

(e) It was important for donors to identify the right local authorities to partner with when providing assistance;

(f) Multi-year funding arrangements were not possible for some countries, but could be replicated through consistent funding to particular projects;

(g) There were a number of countries with impending deadlines under the Convention, which had small obstacles to overcome to achieve completion of their obligations and which could be targeted for assistance;

(h) A database could be a useful mechanism for sharing information on needs, capacities for assistance and experience in meeting challenges, and could also help track assistance provided and progress on deadlines;

(i) On the other hand, attempts to set up such databases for other Conventions had been unsuccessful because of the burden on the ISU, Coordinators and States Parties of maintaining them. States Parties might be better advised to focus on enhancing sharing of information through the existing Article 7 reporting process;

(j) Affected countries had an important role to play in sharing experiences of meeting completion challenges.

80. The third closed informal meeting also featured presentations by two States Parties, Lebanon and Botswana, currently engaged in partnerships to address obligations under the CCM. These partnerships were highlighted as excellent examples of the sort of cooperation envisaged under the Country Coalition concept. Participants agreed it would be useful to showcase such partnerships at Meetings of States Parties.

81. The closed informal meetings convened by the Coordinators proved an effective platform, both because they enabled the valuable exchanges on these points, but also because they clearly continued to support new partnerships. The Coordinators recommend continuation of the practice of holding such meetings, and showcasing at future MSPs the progress made in partnerships supported by these meetings.

F. Transparency Measures

Table 6

2nd Review Conference Goals	*Actions to be taken*	*Progress made*
	Dubrovnik action plan actions 6.1 to 6.2	*During reporting period*
An increase in the rate of submissions of transparency reports provided under Article 7 Improved quality in reporting Increased exchange of information of good and cost effective reporting practices Increased use of the reporting guide that reflects the actual need for qualitative information and represents a useful tool for States Parties to submit initial reports and annual updates	Report in time, initially and annually	Two States Parties missed their initial report deadlines Nine States Parties submitted their overdue initial transparency reports 58 States Parties submitted their 2017 annual reports while 25 were still outstanding 13 States Parties have overdue initial reports to submit
	Make practical use of reporting	12 out of 58 States requested for cooperation and assistance through their transparency report

1. Questions/challenges for discussion at the Eighth Meeting of States Parties

(a) What are the factors that facilitate enhanced submission rates of both initial and annual transparency reports?

(b) What best practices on reporting could be shared to enhance quality of reports and increase submission rate?

2. Progress report on Transparency Measures: monitoring progress in the implementation of the Dubrovnik Action Plan

82. All States Parties to the CCM are required to report, initially, within 180 days of entry into force of the CCM for the State Party, and then annually with updates by 30 April.

83. According to the information available on the UNODA Article 7 database on 30 June 2018, a total of 89 Initial Transparency Reports due from 102 States Parties had been submitted as required by Article 7 of the Convention, representing 88% of States Parties for which the obligation applied at that time.

84. In the period under review, nine States Parties (Belize, Bolivia, Cooks Islands, Dominican Republic, Fiji, Nauru, Palau, South Africa and the State of Palestine) submitted their overdue Initial Transparency Report. Two States Parties (Madagascar and Benin) missed the 30 April 2018 and 30 June 2018 due dates respectively for the submission of their initial transparency reports.

85. As at 30 June 2018, 13 States Parties still had overdue Initial Article 7 Transparency Report (Benin, Cape Verde, Comoros, Congo, Guinea, Guinea Bissau, Guyana, Iceland, Madagascar, Rwanda, Somalia, Togo and Tunisia).

86. During the review period, the number of overdue Initial Article 7 Transparency Reports decreased by approximately 60%.

87. As at 30 June 2018, 58 States Parties had submitted their 2017 Annual Report, leaving 25 States Parties with overdue 2017 annual transparency reports. Therefore, out of 102 States Parties that should have submitted an initial or annual Article 7 transparency report by 30 April 2018, 38 still needed to submit either an initial or annual report.

88. For new State Party, Sri Lanka, the Convention will enter into force on 1st September 2018 therefore its deadline for the submission of its Initial Transparency Report is 28 February 2019; 180 days after the into force of the Convention for it.

89. During the period under review, in support of the work done by the thematic Coordinator, Zambia, the Implementation Support Unit held several bilateral meetings with States Parties with overdue initial and annual reports to better understand the challenges faced by the states and to assist them complete the reports. In reaching out to and having exchanges with 37 out of the 40 States Parties with outstanding initial or 2016 Article 7 reports; the ISU provided direct support to eight States with their initial transparency reporting and to fifteen States Parties with their annual reporting which resulted in a significant increase in the reporting rate by the end of 2017. Additionally, between January and June 2018, the ISU continued to follow up with States Parties on outstanding reports at various CCM related events. This targeted approach resulted in the submission 9 out of the 20 initial reports which had been outstanding at the end of the last reporting period.

90. During the First Committee meetings of the 72nd General Assembly of the United Nations, at the lunchtime event co-hosted by Zambia Coordinator on Transparency Measures and New Zealand Coordinator on National Implementation Measures, the ISU gave a presentation on Article 7 obligations and its importance. The ISU provided several such presentations during the reporting period at various events.

G. National Implementation Measures

Table 7

2nd Review Conference Goals	*Actions to be taken*	*Progress made*
	Dubrovnik action plan actions 7.1 to 7.3	*During reporting period*
All States parties being in compliance with Article 9 and have reported on national implementation in formal meetings of the Convention and through Article 7 transparency reports		Five States Parties reported that their national legislation is sufficient
		One State informed that CCM regulations were pending approval
All relevant national actors, including armed forces being informed of obligations under the Convention and of national implementation measures including as a result of their reflection, where necessary in military doctrine, policies and training	Enact national legislation to implement the CCM	Eight Sates Parties informed that they were still in the process of developing legislation
		10 States Parties have legislation that prohibits investments in cluster munitions
	Highlight challenges and request assistance	One State requested assistance for Article 9 implementation
		The February 2018 Conference in Auckland, New Zealand provided a forum for Pacific Island countries

2nd Review Conference Goals	*Actions to be taken*	*Progress made*
	Dubrovnik action plan actions 7.1 to 7.3	*During reporting period*
	Raise awareness of national implementation measures	to share challenges NIM included in a reporting workshop in New York in October 2017 Promotion of model legislation at February 2018 Conference in Auckland, New Zealand Bilateral and regional outreach

1. Questions/Challenges for discussion at the Eighth Meeting of States Parties

(a) What would encourage those States Parties that have yet to do so to review their national legislation and report on it?

(b) How can uptake of existing implementation tools, including model legislation, be improved?

(c) How can we encourage States Parties and Signatory States to identify specific assistance that may be needed to implement the CCM?

(d) Beyond the introduction of national legislation, in what ways can States Parties address the issue of investment in cluster munitions?

(e) How can States Parties be further encouraged to share best practices with respect to the dissemination to relevant national stakeholders of national obligations under the CCM?

2. Progress report on National Implementation Measures: monitoring progress in the implementation of the Dubrovnik Action Plan

91. Over the course of the period under review, work on National Implementation Measures strived to make progress towards the achievement of the two relevant goals agreed in the Dubrovnik Action Plan, namely: "all States Parties being in compliance with Article 9 and have reported on national implementation in formal meetings of the Convention and through Article 7 transparency reports; and all relevant national actors, including armed forces being informed of obligations under the Convention and of National Implementation Measures including as a result of their reflection, where necessary in military doctrine, policies and training."

92. In the absence of inter-sessional meetings, States Parties have been encouraged to submit written updates on their National Implementation Measures, particularly through the timely submission of Article 7 transparency reports. The Coordinator for National Implementation Measures, New Zealand, with the support of the Implementation Support Unit and the Co-ordinator for Transparency Measures, Zambia, hosted a workshop in New York in the margins of the United Nations General Assembly First Committee and highlighted the importance of States Parties including information on implementing legislation in their initial and annual reports.

93. Issues relating to National Implementation Measures, including challenges as well as the availability of tools to assist States Parties, were also highlighted at the Pacific Conference on Conventional Weapons Treaties. This Conference, which was held in Auckland, New Zealand, from 12 to 14 February 2018, was sponsored by Australia and New Zealand and was attended by 12 Pacific States including seven States Parties to the CCM. The Coordinator for National Implementation Measures is continuing its outreach to

Pacific Island States on issues raised at the Conference by carrying out dedicated bilateral visits. To date this has comprised visits to Fiji, Kiribati, Papua New Guinea, Solomon Islands and Vanuatu.

94. In addition, a number of States Parties have reported on National Implementation Measures in their Article 7 initial and/or annual reports:

95. Five States Parties (Albania, Bolivia, Mozambique, Palau and State of Palestine) reported that their national legislation sufficiently includes items recommended by Article 9, thereby contributing to the increase in the number of States Parties that have reported to have sufficient law in place.

96. One State Party (Cook Islands) reported having specific law in place to implement the CCM.

97. One State Party (State of Palestine) also informed that it is currently studying a model of national law on CCM for affected States Parties, including the criminalisation of activities prohibited under the Convention.

98. Seven States Parties (Afghanistan, Belize, Botswana, Lao People's Democratic Republic, Malawi, Swaziland and Zambia) reported that work on legislation to implement the CCM is ongoing.

99. One State Party (Nauru) requested assistance for Article 9 implementation through its initial transparency report.

100. Since entry into force of the Convention in August 2010, 10 States Parties (Belgium, Ireland, Italy, Liechtenstein, Luxembourg, Netherlands, New Zealand, Samoa, Spain and Switzerland) have reported the enactment of national legislation prohibiting investments in producers of cluster munitions or forms of investment in cluster munitions.

Convention on Cluster Munitions

6 July 2018

Original: English

Eighth Meeting of States Parties
Geneva, 3 - 5 September 2018
Item 7 (j) of the provisional agenda
Review of the status and operation of the Convention and other matters important for achieving the aims of the Convention
Implementation support

Convention on Cluster Munitions Implementation Support Unit

2017 Annual Report

Submitted by the Director of the Implementation Support Unit

Report Summary

1. The Implementation Support Unit's 2016 to 2020 work plan and budget was approved by the States Parties to the Convention at the First Review Conference (1RC) of the Convention on Cluster Munitions (CCM), therefore the 2017 Implementation Support Unit work plan and budget was derived from this earlier sanctioned five-year work plan. This report outlines the key objectives and outcomes for the period under review which covers the period from 1 January 2017 to 31 December 2017 and is aligned with the period covered by the financial audit reports of the CCM Implementation Support Unit Trust Fund and Sponsorship Programme accounts.

Key Objectives

2. The Implementation Support Unit (ISU) 2017 work plan was developed on the directives approved and established upon the creation of the Unit. This directive mandates the ISU to support States Parties, inter alia, in the following ways: assist the President in all aspects of the Presidency, support the Coordinators in their efforts to prepare, support and follow-up from formal and informal meetings of the Convention; offer advice and support to States Parties on the implementation of the Convention; develop and maintain a resource base of relevant technical expertise and practices and, upon request, provide States Parties with such resources; facilitate communication among States Parties and other relevant actors, cooperate and coordinate amongst these and maintain public relations, including efforts to promote the universalization of the Convention; keep records of formal and

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informal meetings under the Convention and other relevant knowledge products, expertise and information pertaining to the implementation of the Convention; organize the set-up of a sponsorship programme assisted by the Geneva International Centre for Humanitarian Demining (GICHD) and provide guidance, input and support to this programme.

Key Outcomes

3. The ISU met all of the main objectives outlined in the 2017 work plan. In accordance with its primary function, the ISU provided the administrative and substantive support necessary for the Convention's Presidency and Coordination Committee members to effectively carry out their mandates in facilitating the implementation of the Convention's objectives as outlined in the Dubrovnik Action Plan (DAP). This included support to Germany in its role as the President of the Seventh Meeting of States Parties (7MSP) to the CCM thereby contributing to the successful hosting of the meeting which was held in Geneva from 4 to 6 September 2017. Support was also availed to Nicaragua, in its role as the President of the Eighth Meeting of States Parties (8MSP) to the CCM from 7 September 2017.

4. The ISU also successfully provided technical and logistical support to the 14 States Parties that make up the Convention's Coordination Committee in the effective and efficient implementation of its various thematic mandates. In addition, implementation support was made available to States Parties and Signatory States while States not Party were provided with additional information or clarification as required. Similarly, upon request, the ISU facilitated coordination and cooperation between States and civil society organisations as relevant.

5. In fulfilling its mandate to communicate the work of the Convention and raise its profile, the ISU continued to produce quarterly newsletters circulated electronically to its mailing list. These were also made available on the CCM website and its social media platforms together with other printed Convention related publications.

6. In response to requests from States Parties, the ISU undertook to have translated into French the 3rd Edition of "*A Guide to Cluster Munitions*". It will be available in both soft and hard copy by the middle of 2018. Additionally, the French and Spanish versions of the Dubrovnik Action Plan were made available both in booklet and downloadable pdf format on the Convention's website.

7. Administratively, with the recruitment of the Implementation Support Assistant in April 2017, the 2.5 positions of the ISU establishment structure were all filled enabling the Unit to operate at full capacity.

8. In accordance with the agreement between CCM States Parties and the GICHD, the ISU continued to benefit from the administrative, logistical and infrastructural services provided to it by the GICHD.

Financial Report Overview

9. The approved budget for the year 2017 was CHF 455,511. At the beginning of the year, the CCM ISU Trust Fund bank account had an opening balance of CHF 417,256 which included CHF 355,783 carried over from voluntary contributions made by States Parties between 2013 and 2015 and earmarked for the establishment of the ISU. Total financial contributions made by States Parties in 2017 to the CCM ISU Trust Fund amounted to CHF 555,473 therefore total revenue in 2017 was CHF 972,728. The total amount spent on implementing the core mandate of the ISU was approximately CHF 432,239. Savings made during the year were mainly as a result of minimal communication costs and underspending on staff costs and staff travel. Therefore, total funds carried over into 2018 amounted to CHF 170,392.

10. The CCM ISU Working Capital Reserve (WCR) was CHF 370,008 as at 31 December 2017. This comprised of the CHF 14,225 contributed by two States Parties and the thrice carried over amount of CHF 355,783 which was transferred out of ISU Trust Fund into the restricted WCR.

11. The Audit Reports dated 11 May 2017 covering the CCM Implementation Support Unit Trust Fund and the CCM Sponsorship Programme financial reports were reviewed by external auditors, Deloitte SA, and deemed to be in compliance with Swiss Law. As required, and on behalf of the 8MSP presidency, the ISU transmitted the 2017 audit reports electronically on 14 May 2018 to all CCM States Parties for their information and record.

12. As at 31 December 2017, the available funds in the CCM ISU Trust Fund amounted to CHF 170,392 while the CCM ISU Sponsorship Programme Fund account had a balance of CHF 7,972. Both balances were carried forward into 2018 to enable the ISU to continue to conduct its activities without interruption.

Report on the 2017 Activities of the Implementation Support Unit

Objectives, Outputs and Outcomes

13. The Implementation Support Unit's 2017 work plan was based on the principal objective of the ISU which is to support the States Parties to the CCM on the implementation of the Convention during the period under review and in accordance with the decisions taken by the States Parties at the 1RC and subsequent meetings of States Parties; and pursuant to the priorities established by the States Parties through the Dubrovnik Action Plan. In keeping with its mandate, the ISU endeavoured to:

- Provide support to all States Parties through the Convention's implementation machinery and Coordination Committee[1], as well as to the Sponsorship Programme;
- Provide advice and technical support to individual States Parties through relevant expertise and best practices on the implementation of the Convention;
- Prepare for and keep records of formal and informal meetings under the Convention and other relevant knowledge products, expertise and information pertaining to the implementation of the Convention;
- Facilitate communication amongst States Parties and other relevant actors, cooperate and coordinate amongst these and maintain public relations including efforts to promote universalization and other work of the Convention;
- Serve as an interface between the States Parties and the international community on issues related to the implementation of the CCM.

14. In fulfilling its mandate, the ISU continued to base its activities on the priorities, objectives and actions outlined in the Dubrovnik Action Plan (DAP) which seeks to carry forward the aim of ensuring effective implementation of the provisions of the CCM from the First to the Second Review Conference of the Convention which will be held in 2020. Most of these actions are aimed at ensuring the timely implementation of State Party commitments under the Convention particularly given that in the period between the First and Second Review Conferences, many States Parties will have to meet their respective

[1] States Parties participating in the Coordination Committee during the period under review included: Australia, Bosnia and Herzegovina, Chile, Costa Rica, Croatia, France, Germany, Iraq, Ireland, Italy, Lao People's Democratic Republic, Mexico, Mozambique, Netherlands, New Zealand, Nicaragua, Norway, Panama, Peru, Switzerland and Zambia.

Convention stipulated deadlines on stockpile destruction and clearance of cluster munition remnants in contaminated areas.

I. Provide support to all States Parties through the Convention's implementation machinery and office holders, as well as to the Sponsorship Programme and the thematic working groups

15. In its role as President of the 7th Meeting of States Parties (7MSP) to the CCM, Germany took up leadership of the implementation of the Convention on 6 September 2016 at the end of the 6MSP. The ISU consequently delivered substantive support to the 7MSP President in all aspects of the work of the Convention to facilitate the effective leading of its work by the Presidency, including the preparation and convening of formal and informal meetings, in addition to the provision of implementation status updates as well as analyses of various national reports to support the work of States Parties. This support comprised the provision of secretarial, logistical and administrative services at eight Coordination Committee meetings and five other informal meetings/seminars/side events convened by the German Presidency. In addition, the ISU assisted the presidency on the preparation of the CCM Annual Progress report to be reviewed at the 7MSP.

16. The ISU supported or participated in five events hosted or convened by the 7MSP President during the year under review to promote the effective and efficient implementation of the Convention at the national, regional and global level. The first was the Regional Seminar with South East Asian countries on the Country Coalition Concept initiated by the 7MSP President and funded by the European Union, held in Bangkok, Thailand, from 16 to 17 March 2017. The purpose of the seminar attended by representatives of seven States was to discuss future developments impacting the implementation of the CCM with a specific focus on the concept of establishing country coalitions (i.e. with a country specific focus) as a means to enhance international cooperation and thus support the implementation of the Convention in South-East Asia. The meeting was jointly organized by the European External Action Service through the European Union Non-proliferation Consortium, and the United Nations Economic and Social Commission for Asian and the Pacific (UNESCAP) with the support of the ISU-CCM. The ISU used the event to increase awareness and understanding of the Convention thereby contributing to universalization efforts. Since then, one of the participating States is now a CCM State Party.

17. Another event co-hosted and co-funded by the German Presidency of the CCM in collaboration with the Austrian Presidency of the Anti-Personnel Mine Ban Convention (APMBC) and with the technical support of the Geneva International Centre for Humanitarian Demining (GICHD) was a workshop on *Universalizing Land Release* which took place in Geneva on 7 June 2017. The aim of the workshop was to enhance understanding of and exchange good practices in the implementation of the Land Release approach to help affected States address weapons contamination in the most effective and efficient manner possible and meet their respective Conventions completion targets. The ISU gave a presentation highlighting the importance placed by the Convention on the application of appropriate land release methodologies in complying with Article 4 of the CCM. This represented one example of how the ISU could have informal cooperation with other ISUs to improve its capacity to support the States Parties in implementing the objectives of the Convention.

18. The third event was a two half-day South-East European Regional Workshop on the Country Coalition concept jointly organized by the Regional Centre for Security Cooperation (RACVIAC) and the CCM Presidency with the support of the ISU. The workshop on *Enhancing implementation of Articles 3 and 4 of the CCM through the Country Coalition concept* which took place on 12 and 13 June 2017 in Zagreb, Croatia,

was funded by the Federal Republic of Germany and attended by representatives of five States. The purpose of the workshop was to discuss future developments impacting the implementation of the CCM, by focusing on the concept of establishing Country Coalitions as a means to enhance international cooperation and ownership by States Parties to the CCM and thus support the implementation of specific aspects of the Convention in South-East Europe.

19. The ISU also participated as an observer in the informal event on *Military to military exchange of views on cluster munitions* organized by the 7MSP Presidency with the support of the GICHD on 10 August 2017. The event was successful as one of the participating States not Party to the Convention has since acceded to the CCM. The event had allowed for an open and interesting exchange of views on the humanitarian consequences of cluster munitions, their value in military inventories and the challenges faced in finding alternative solutions.

20. On Thursday, 26 October 2017, in New York City, in the margins of the 72nd session of the United Nations General Assembly First Committee on Disarmament and International Security, the ISU participated in a lunch time event hosted by Germany, in its capacity as 7MSP President and focused on the "*challenges to the implementation and universalization of the Convention on Cluster Munitions*". The side event was attended by more than a dozen States including the 8MSP Presidency, Nicaragua, and provided an opportunity to further enhance the Convention's image.

21. During the period under review, the ISU also prepared for and provided substantive support at the three Coordination Committee meetings chaired by 8th Meeting of States Parties to the CCM (8MSP) presidency, Nicaragua. Nicaragua took over leadership of the implementation of the CCM immediately after the closure of the 7MSP on 6 September 2017. The term of office for Nicaragua will end immediately after the closure of the 8MSP on 5 September 2018.

22. In a similar manner, the ISU gave support to individual thematic Coordinators in their efforts to accomplish their objectives as outlined in their respective mandates. This included providing them with the relevant information to assist with the discharging of their mandate to coordinate work associated with and derived from the Convention's Dubrovnik Action Plan as well from other informal meetings of the Convention. The support of the ISU presented members of the Coordination Committee with the necessary tools, technical resources and analytical data to perform their functions and conduct the relevant follow up actions in accordance with the Dubrovnik Action Plan.

23. Specifically, the ISU provided assistance to the Coordination Committee in the following ways:

- *Support on Universalization:* The ISU facilitated communication between the Coordinators and targeted Signatory States, States Not Party and organisations such as the African Union and other regional bodies. The ISU participated in two (2) seminars to help promote the Convention norms and its full implementation: one held in Bangkok on 16 and 17 March 2017 and another in Kampala, Uganda on 29 and 30 May 2017. The *Kampala CCM Ratification Seminar* supported by the ISU was organized by France and Zambia (CCM Coordinators on Universalization) together with New Zealand (CCM Coordinator on National Implementation Measures) and co-hosted by the Government of Uganda. The seminar was also attended by representatives of the International Committee of the Red Cross (ICRC) and the Cluster Munition Coalition (CMC). The ISU further supported universalization efforts through bilateral exchanges with several States present at the First Committee meetings held in New York during the week preceding the vote on *United Nations Resolution A/72/409 on the "Implementation of the Convention on Cluster Munitions"*. The final vote of 142 in favour, 36 abstentions and two against was an improvement from the previous year's 141 in favour, 39 abstentions and two against. Throughout the year under review, the ISU continued to provide

information and clarification as necessary to Signatory States and States not Party upon request. Geneva based activities included undertaking bilateral outreach in support of the Coordinators in the margins of meetings of other Conventions.

- *Support on Stockpile Destruction:* The ISU provided administrative support to the Coordinators through the analysis of Article 7 Reports and by facilitating communication with States with Article 3 on Stockpile Destruction obligations. This included the facilitation of the provision of assistance by one of the leading mine action operators to a State Party which had requested assistance with its Article 3 obligations and with a 2019 due date. This State Party is now on track to meet its deadline. The ISU also provided technical advice to the coordinators in the preparation of the proposed Article 3 Declaration of Completion template to be submitted for consideration by States Parties at the 8MSP.

- *Support on Clearance and Risk Reduction Education:* In supporting the Coordinators, the ISU provided administrative support to them through the continuous analysis of Article 7 reports to keep abreast of developments in compliance with Article 4 obligations. Additionally, the ISU participated in the Balkans workshop on *"the implementation of Article 4 of the CCM"* which took place in Sarajevo, Bosnia-Herzegovina, from 8 to 10 November. The technical workshop organized by the Coordinators on Clearance and Risk Reduction Education, brought together representatives of four affected States from the region, five donor States, one donor organization and three demining agencies. The goal of the workshop was to encourage affected States to continue with their efforts on clearance and for States and operators to share their experiences with one another, through discussions on completion planning, challenges encountered, lessons learnt, regional collaboration and available support.

- *Support on Victim Assistance:* The ISU provided support to the coordinators through the analysis of Article 7 Reports and with updates on the implementation of Article 5. The ISU participated in a closed-door meeting convened by the Coordinators on *Gender perspectives in victim assistance* held in collaboration with the Gender and Mine Action Programme (GMAP) on the sidelines of the CCM 7MSP.

- *Support on International Cooperation and Assistance:* The ISU provided administrative support to the Coordinators through the analysis of Article 7 Reports and kept them updated on the implementation of Article 6 of the Convention in accordance with Action 5 of the DAP. The ISU participated as well as technically and administratively supported the Coordinators in the organisation of 4 informal meetings held during the year on *Enhancing International Cooperation and Assistance under the CCM* in the margins of the meetings of other Conventions such as the Anti-Personnel Mine Ban Convention (APMBC) and the Convention on Certain Conventional Weapons (CCW), including the 20th International Meeting of National Mine Action Programme Directors and United Nations Advisers (NDM-UN20). The purpose of the meetings was to better understand amongst other matters; what obstacles States with obligations face in implementing their commitments; how these could be addressed; the priorities of donor States regarding cooperation and assistance, and how to enhance communication between affected and donor States on these issues.

- *Support on Transparency Measures:* The ISU provided the Coordinator with regular updates and followed up on its behalf, States Parties with overdue national reports. The ISU accompanied the Coordinator to bilateral meetings with States Parties with overdue initial and annual reports to better understand the challenges faced by the States. During the First Committee meetings of the seventy-second General Assembly, at the lunchtime event co-hosted by Zambia as Coordinator on Transparency Measures and New Zealand as Coordinator on National Implementation Measures, the ISU gave a presentation on Article 7 obligations and

its importance. The ISU also used its time in New York to meet with a total of 37 States Parties with overdue initial or annual transparency reports. In reaching out to and having exchanges with 37 out of the 40 States Parties with outstanding initial or annual Article 7 reports; the ISU provided direct guidance to eight States with their initial transparency reporting and to 15 States Parties with their annual reporting which resulted in a significant increase in the reporting rate by the end of the year. This targeted approach resulted in the submission three out of 22 overdue 2016 annual reports within the duration of the mission.

- *Support on National Implementation Measures:* The ISU provided the Coordinator with updates based on Article 7 Reports and email exchanges with States Parties. The ISU also supported the Coordinator in efforts to increase compliance with Article 9 provisions through technical and logistical support at two workshops held during the year; the two day Kampala *Convention on Cluster Munitions Ratification Seminar* held in May 2017 which targeted CCM African Signatory States to provide them with guidance on the importance to implement national implementation measures as articulated in Action 7 of the DAP; and an informal event held in New York in October on "*Implementation of the CCM*". The lunchtime event was attended by representatives of States Parties yet to submit initial transparency reports and aimed to highlight the importance of Article 9 compliance.

II. Provide advice and technical support to individual States Parties through the development of a resource base of relevant expertise and practices on the implementation of the Convention

24. The ISU responded to several requests from individual States Parties and other States requiring additional information on the Convention. This included the provision of clarification on interpretation of CCM Articles, guidance on where to find the requested information and/or how to contact the appropriate expert institutions or individuals. The ISU continuously updated the existing contact list of national focal points and key stakeholders in order to better facilitate follow-up and support.

25. In response to an increased demand for the "A Guide to Cluster Munitions 3rd Edition" publication in other languages, the ISU awarded a contract to have the book translated into French. The French version is already available in electronic version and will be available in the print version by mid-2018. The publication provides updated information on the Convention's key obligations such as stockpile destruction and cluster munitions clearance and features comprehensive descriptions and illustrations of the types of cluster munitions in contaminated areas; explores good practices in risk education and victim assistance and highlights other critical elements such as information management systems and gender and diversity. The publication remains useful for new States Parties, or States considering accession to the Convention, who may be seeking additional information, including specific responsibilities of States Parties.

26. The ISU also produced a print version of the DAP in French and Spanish; the main guidance document in the implementation of the Convention for States Parties up to 2nd Review Conference in 2020. This was in addition to an electronic version of the CCM quarterly newsletter produced and circulated four times a year highlighting key events during the preceding quarter.

	Print Version	*Electronic Version*	*Costs covered by ISU funds*	*Costs covered by other funds*	*Comments*
A Guide to Cluster Munitions 3rd Edition French translation	-	-	x	-	Translation only done while printing will be in 2018
Dubrovnik Action Plan (DAP) Booklet in French and Spanish	x	x	x	-	
CCM Quarterly Newsletter	-	x	-	-	
CCM Brochures	x	x	-	-	
CCM Membership Maps	x	x	-	GICHD in-kind support	
CCM Presidency Flags (table)			x	-	

III. Prepare for and keep records of formal and informal meetings under the Convention and other relevant knowledge products, expertise and information pertaining to the implementation of the Convention

27. The ISU prepared, supported, kept records of and carried out follow-up activities associated with eleven meetings of the Coordination Committee held in 2017. Of these, eight were under the German presidency and three under the Nicaraguan presidency. The ISU also provided additional information and continuous updates to individual members of the Coordination Committee. This was in addition to the support provided in the development of their thematic action plans and strategies aimed at enhancing the implementation of the DAP and the effective execution of their mandates during the year and up to the 8MSP. All Minutes of the Coordination Committee and the reports of other meetings held were made available on the Convention's website. Reports on activities and events held by the Coordinators were also made available on dedicated thematic pages on the Convention's website.

IV. Facilitate communication amongst States Parties and their relevant actors, cooperate and coordinate amongst these and maintain public relations including efforts to promote universalization and other work of the convention

28. During the period under review, the ISU continued to administer and maintain the official website of the Convention and provided updated information about the Convention on a regular basis. The ISU on a regular basis communicated updates on matters related to the Convention on its website and other media fora. This included the production of Convention related publications and other promotional materials including brochures on the Convention, the Presidency and its functions, the Coordination Committee, and the ISU itself to further establish the CCM brand and to provide practical tools to stakeholders and

others seeking to understand the Convention better. All these brochures are available on the Convention website.

29. The ISU increased its use of the CCM's social media platforms (Twitter and Facebook) to raise visibility of the Convention and to share key information. This strategy resulted in growth of audience following, liking and sharing the information provided.

30. The ISU facilitated dialogue between States Parties, Signatory States and States not Party amongst themselves and /or with relevant organizations as appropriate. This resulted in the establishment or enhancement of partnerships at different levels in accordance with Article 6 of the Convention.

V. Serve as an interface between the States Parties and the international community on issues related to the implementation of the Convention on Cluster Munitions

31. In addition, the ISU delivered presentations or briefings at various workshops/seminars as well as to visiting Swiss government dignitaries, donor meetings, new GICHD staff and students of higher institutions of learning. This was done with the intention of further raising awareness of the CCM while disseminating understanding of the Convention regarding the obligations and implementation status of the Convention, including sharing lessons learnt and key challenges on implementing the Convention. Some of these activities conducted were at events held outside Geneva.

Support of the Geneva International Centre for Humanitarian Demining

32. As stipulated in the 2014 ISU Hosting Agreement between the CCM States Parties and the GICHD, the ISU was provided logistical and administrative support for an amount estimated at CHF 120,000. This in-kind support covered costs related to office occupancy, office supplies, IT network maintenance, software acquisition, human resources management, travel services, hosting management of the CCM website, management of contribution agreements and service contracts and financial management, monitoring and controlling.

33. Additionally, in accordance with the hosting agreement, the GICHD administers the Sponsorship Programme on behalf of the ISU. The GICHD therefore facilitated participation of beneficiaries related to a number of CCM related meetings and workshops. To this end, in 2017, the sponsorship of 18 State delegates was facilitated. This support was extended to include the May 2017 Universalization and National Implementation Measures workshop held in Kampala, Uganda and the June 2017 South Eastern European seminar held in Zagreb, Croatia.

34. Furthermore, during the three-day 7MSP, the GICHD assisted the ISU by making availablefour4 of its Junior Programme Officers to augment the 2.5 ISU staff which undoubtedly contributed to its successful management of administrative logistics during the meeting.

35. Regarding the financial management of the ISU trust fund account, the GICHD continued to work closely with the ISU in its support in the preparation of the indicative schedule of contributions for States Parties and in monitoring and updating the records regarding the financial contributions of individual States Parties.

36. The 2014 hosting agreement was reviewed at the 7MSP held in September 2017 where it was resolved to extend the agreement for another three years and review it again at the 2nd Review Conference scheduled for 2020.

2017 Financial Report

37. The Financial Procedures on the financing of the Implementation Support Unit based on the principles of sustainability, predictability and ownership, adopted at the 1RC and effected from 1 January 2016 continued to be implemented in 2017. In applying these procedures, during the year under review, the ISU continued to support the Presidency in conveying to all States Parties the related invoices. The ISU also provided, through the Presidency, regular updates to States Parties on the prevailing financial position of the ISU Trust Fund. At the 7MSP it was decided that the procedures would continue to be in place and be reviewed again at the 2nd Review Conference in 2020.

38. In January 2017, the ISU Trust Fund account had an opening balance of approximately CHF 417,256 which was carried over from 2016 and included some savings made in 2016. This amount also included the carried over voluntary contributions of CHF 355,783 made by States Parties between 2013 and 2015. Following a decision taken at the 7MSP, the carryover of CHF 355,783 was redirected to the ISU Working Capital Reserve (WCR) to build up a budgetary reserve in the event of a shortfall in annual contributions.

39. As at 31 December 2017, 54 out of 100 States Parties invoiced had met their obligations contributing a total of CHF 555,473. This low number of States Parties contributing, nonetheless, represented an increase in contributing states from 39 in 2016 indicating that more States Parties had taken up their responsibilities towards the financing of the ISU. The 2017 contributions exceeded the approved ISU budget of CHF 455,511 due to the generous voluntary contributions of 13 States Parties. Total expenditure for the year was only CHF 432,329.

40. The primary reason for the underspending was due to the savings gained from the deferred recruitment of the ISU third member of staff to the 2nd quarter of the year, lower staff travel costs and from producing CCM materials electronically rather than in print form. In addition, a large amount of the funds carried over were received late in the year while some of it was contributed by States whose financial year does not follow the calendar year and thus allows the ISU to use the contribution in the first half of the following year. Therefore, the surplus contributions of CHF 170,392 carried over into 2018 ensured that the ISU continued to undertake its activities without interruption in the subsequent year.

2017 Approved versus Actual Budget with explanatory notes

41. The activities undertaken and detailed in the operational report above were all conducted within the approved ISU 2017 work plan and budget. All extra budgetary costs were financed directly by the collaborating States and/or partners.

ITEM	*2017 Approved Budget (CHF)*	*Actual Expenditure (CHF)*	*NOTES on variance*
Salaries and social charges	398 511	357 348	3rd member of team Implementation Support Assistant working 50 per cent only hired in April 2017
Communication	12 000	2 598	Mostly electronic CCM related promotional material produced
Staff travel	37 000	32 244	Travel expenses less than initially planned. All travel was related to DAP implementation workshops and seminars
Other implementation support costs	8 000	40 139	Support to CCM presidencies and Coordinators at workshops/side events and consultancy on translation. Savings made under other budget lines utilized here together with supplementary funding received from States supporting the additional activities undertaken.
TOTAL	455 511	432 329	

Salaries and social charges

42. The ISU staff structure was increased in May 2017 to two full time staff and one staff working at 50 per cent with the recruitment of the Implementation Support Assistant; a task which had been deferred from the previous year. The total amount spent on this budget line was CHF 357,348; CHF 41,163 less than the budgeted CHF 398,511 due to the savings made from this deferred recruitment. The ISU structure of 2.5 staff is now fully filled.

Communication

43. As no major print publication was produced in 2017, apart from the French and Spanish versions of the DAP, the ISU only spent CHF 2,598 of the approved budget of CHF 12,000 implementing its mandate to administer and maintain the official website of the Convention (www.clusterconvention.org); provide information about the Convention; facilitate communication among States Parties and all relevant other stakeholders, to cooperate and coordinate with relevant actors and maintain public relations; produce Convention related publications and other promotional materials as necessary. In this regard, in the year under review, the ISU prepared for distribution newsletters and brochures all available in electronic format on the Convention's website. In addition, the

ISU purchased two table flags of the current Nicaraguan presidency to be used at various events alongside the CCM flag.

Staff travel

44. The travel costs amounting to CHF 32,244 undertaken by the ISU staff included travel to support various CCM workshops held in Bangkok, Thailand; Kampala, Uganda; Zagreb, Croatia, New York, USA, Sarajevo, Bosnia-Herzegovina and Vienna, Austria. In accordance with its mandate, the ISU undertook a 2-week mission to New York to interact with national delegations represented at the First Committee (Disarmament and International Security Committee) sessions of the seventy-second General Assembly of the United Nations. The aim was to follow up on various CCM implementation matters with delegations that have no representation in Geneva, that hardly participate in Meetings of States Parties but take part in First Committee meetings and for which the ISU had no contact details of the national focal persons on the CCM.

Other implementation support costs

45. All other implementation support activities undertaken by the ISU are reported under this budget line and in 2017 these amounted to CHF 40,139. In undertaking such support activities, the ISU facilitated and participated in many CCM related events organized by the presidency or the thematic coordinators in various locations. Most of these events were funded specifically by the conveners/organizers though the ISU had to cover its own travel and accommodation costs to participate in these events.

46. The ISU delivered presentations at various workshops, seminars and to visiting students of higher institutions of learning with the intention of further raising interest while disseminating understanding of the Convention regarding the obligations and implementation status of the legal instrument, including sharing lessons learnt and key challenges in its implementation. Some of these events were held in Geneva. The ISU also engaged a consultant to translate the *Guide to Cluster Munitions 3rd edition* into French as requested by several States Parties. This cost CHF 11,977.

CCM ISU Working Capital Reserve

47. The CCM States Parties at the 1RC in 2015 resolved that "*within the ISU Trust Fund there shall be maintained a working capital reserve at a level to be determined on a regular basis by the Meeting of States Parties. The purpose of the working capital reserve shall be to ensure continuity of operations in the event of a temporary shortfall of cash.*"

48. At the 7MSP in September 2017, States Parties resolved to set the optimum ISU Working Capital Reserve (WCR) level at CHF 400,000. Furthermore, it was decided at the same meeting that the surplus of CHF 355,783 carried over three consecutive years be redirected to the WCR to add to the balance of CHF 6,959 brought forward from 2016. In 2017, only two States Parties contributed to the WCR a total of CHF 14,225. The total restricted funds held within the ISU Trust Fund during the year under review amounted to CHF 370,008.

49. Therefore, balance held in this reserve as at 31 December 2017 was CHF 376,967 leaving a shortfall of approximately CHF 23,000 to reach the recommended reserve level of CHF 400,000. The 8MSP presidency sent an appeal to CCM States Parties to contribute towards the WCR so that the optimum level is reached. As at 30 June 2018, this shortfall is still outstanding.

50. The contributions to the WCR in 2017 were as listed below:

State Party	*Amount contributed in CHF*
Mozambique	225
Switzerland	14 000
Transfer from CCM ISU TF	355 783
Sub-total	370 008
Balance brought forward	*6 959*
TOTAL	376 967

CCM Sponsorship Programme Trust Fund

51. Diverse participation at the Meetings of States Parties or at Review Conferences of the Convention continues to be crucial. In this regard, the Implementation Support Unit is mandated to organise the set-up of a Sponsorship Programme and is assisted by the Coordination Committee which provides guidance on criteria to be used for a particular meeting. The primary purpose of the Sponsorship Programme is to facilitate a broad-based and diverse participation of affected, low income States parties as well as of all other interested States unable to meet the costs of participation, which is necessary to further promote the objectives of the Convention.

52. In fulfilling this mandate in 2017, and guided by the 7MSP presidency and contributing States, the selection criteria took into consideration the following elements:

- Attendance of new States Parties
- Gender balance
- Signatory States expected to announce imminent ratification or to provide updates on progress made in their national processes
- States Parties in the process of implementing Articles 3, 4 or 5 and needing to provide updates at the meeting
- States not Party that were likely to join the Convention and/or strongly advocate its norms

53. In 2017, only four States (Australia, Croatia, Ireland and Germany) contributed to the CCM Sponsorship Programme approximately CHF 43,206.37 to facilitate the participation of low-income States at the 7MSP in September 2017. This was in addition to the CHF 17,600 carried over from 2016. Therefore, from the CHF 60,740.54 available under the Sponsorship Programme, the ISU was able to cover the travel and accommodation costs of 18 delegates from 17 States. Of these, seven were State Party representatives, six were Signatory State representatives and five were the representatives of States not Party. One of the sponsored States Not Party has since acceded to the Convention. The total amount spent on those sponsored amounted to CHF 53,779.56.

54. Funds were also made available to four other States which either did not respond or responded too late to the offer for sponsorship to participate in the 7MSP. As a result, the Sponsorship Programme Trust Fund account had a positive balance of CHF 7,972 on 31 December 2017 which was carried over into 2018.

Expenditures and Revenue Statement (CHF) of the Trust Fund CCM Sponsorship Programme

Extracted from the 2017 Audit Report

		Account 2017
EXPENDITURES		
Detailed Expenses	Travel	32 005
	Accommodation	15 301
	Per diems	5 417
	Miscellaneous	111
TOTAL EXPENDITURES		**52 835**
REVENUES		
Contributions		
Australia		11 425
Croatia		500
Germany		20 000
Ireland		11 281
TOTAL CONTRIBUTIONS		43 206
Contributions deferred from 2016		17 600
TOTAL REVENUES		**60 807**
Contributions deferred to 2018		**7 972**

Convention on Cluster Munitions

6 July 2018

Original: English

Eighth Meeting of States Parties
Geneva, 3 - 5 September 2018
Item 9 (b) of the provisional agenda
Preparations for the Ninth Meeting of States Parties
Date, duration, venue and estimated costs for the organization of the Ninth Meeting of States Parties

Estimated costs of the Ninth Meeting of States Parties of the Convention on Cluster Munitions

Note by the Secretariat

1. The Eighth Meeting of States Parties of the Convention on Cluster Munitions, held in Geneva, Switzerland, from 3 to 5 September 2018, decided to convene a three days (to be confirmed) Ninth Meeting of States Parties in 2019 in Geneva, unless its President decides at a later stage to host the meeting in another venue in accordance with paragraph 30 (d) of the Final Report of the Review Conference of the Convention on Cluster Munitions (CCM/CONF/2015/7).

2. The present document is submitted pursuant to the above-mentioned decision of the Eighth Meeting of States Parties and provides estimated costs in the amount of US$ 237,300 for convening the Meeting in Geneva. A breakdown of the costs is provided in the table at the end of the document.

3. It should be noted that the costs are estimated on the basis of past experience and anticipated workload. The actual costs will be determined after the closure of the meeting and the completion of related work, with all relevant expenditures recorded in the accounts. At that time, any adjustments in contributions by the participants sharing the costs will be determined accordingly.

4. With regard to the financial arrangements, it will be recalled that, in accordance with the practice followed on the occasion of multilateral disarmament conferences and related meetings, and as reflected in article 14 of the Convention on Cluster Munitions, the costs are shared among the States Parties and observer States participating in the meetings, based on the United Nations scale of assessment pro-rated to take into account the number of States participating in the meetings.

5. Subject to the approval of the States Parties of the estimated costs and cost-sharing formula, assessment notices will be prepared based on the overall estimated costs and applicable cost-sharing formula. Since the above-mentioned activities shall have no financial implication for the regular budget of the Organization, States Parties should proceed with the payment of their share of the estimated costs as soon as assessment notices have been received.

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Please recycle

Title of session: 2019 Ninth Meeting of the States Parties to the Convention on Cluster Munitions
Dates to be held: Location Geneva, September 2019 (TBD) (3 days without summary records)

Conference-servicing items	Meeting Servicing * $	Pre-session documentation * $	In-session documentation * $	Summary records * $	Post-session documentation * $	Support Services requirements * $	Other requirements * $	Total * $
Interpretation and meeting servicing	56,900							56,900
Translation of documentation		114,300	14,700		19,200			148,200
Support Services requirements[1]						2,400		2,400
Other requirements[2]							27,500	27,500
Total	56,900	114,300	14,700	-	19,200	2,400	27,500	235,000

* - at US$

A. Total conference-servicing requirements (inclusive of 13% programme support costs)	235,000
B. Non-conference-servicing requirements:	
1. Equipment and Supplies	2,000
Sub-total:	2,000
Programme support costs @ 13% of B	300
Total B:	2,300
Grand total (rounded) A+B:	237,300

1/ Sound technician/recording (2 x 3 days) $2,400

2/ Documents distribution officer (1 x 3 days) $1,200; documents control officer (1 x 3 days) $1,200; rental of computer, printer and digital audio recorder for 3 days $200; GS(OL) General temporary assitance for 30 days $12,300; Dedicated assistance provided for accounting services and administration of financial resources $12,600.